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Automated Land and Mineral
Record System
ALMRS

Volume 12

Rights-of-Way

By:

U.S. Department of the Interior
Bureau of Land Management
ALMRS-GIS Project Office - DSC
Denver Federal Center
Denver, Colorado 80225

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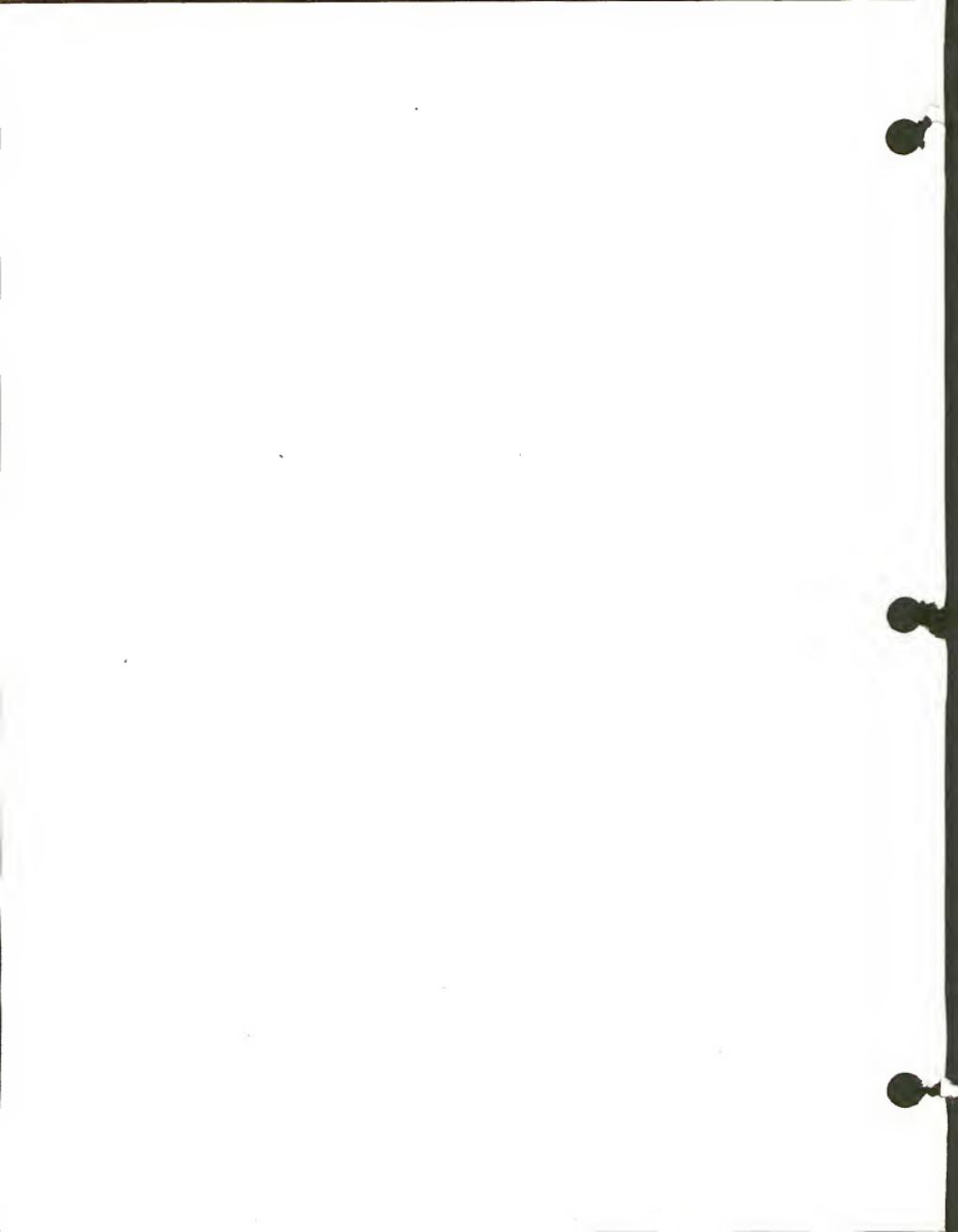
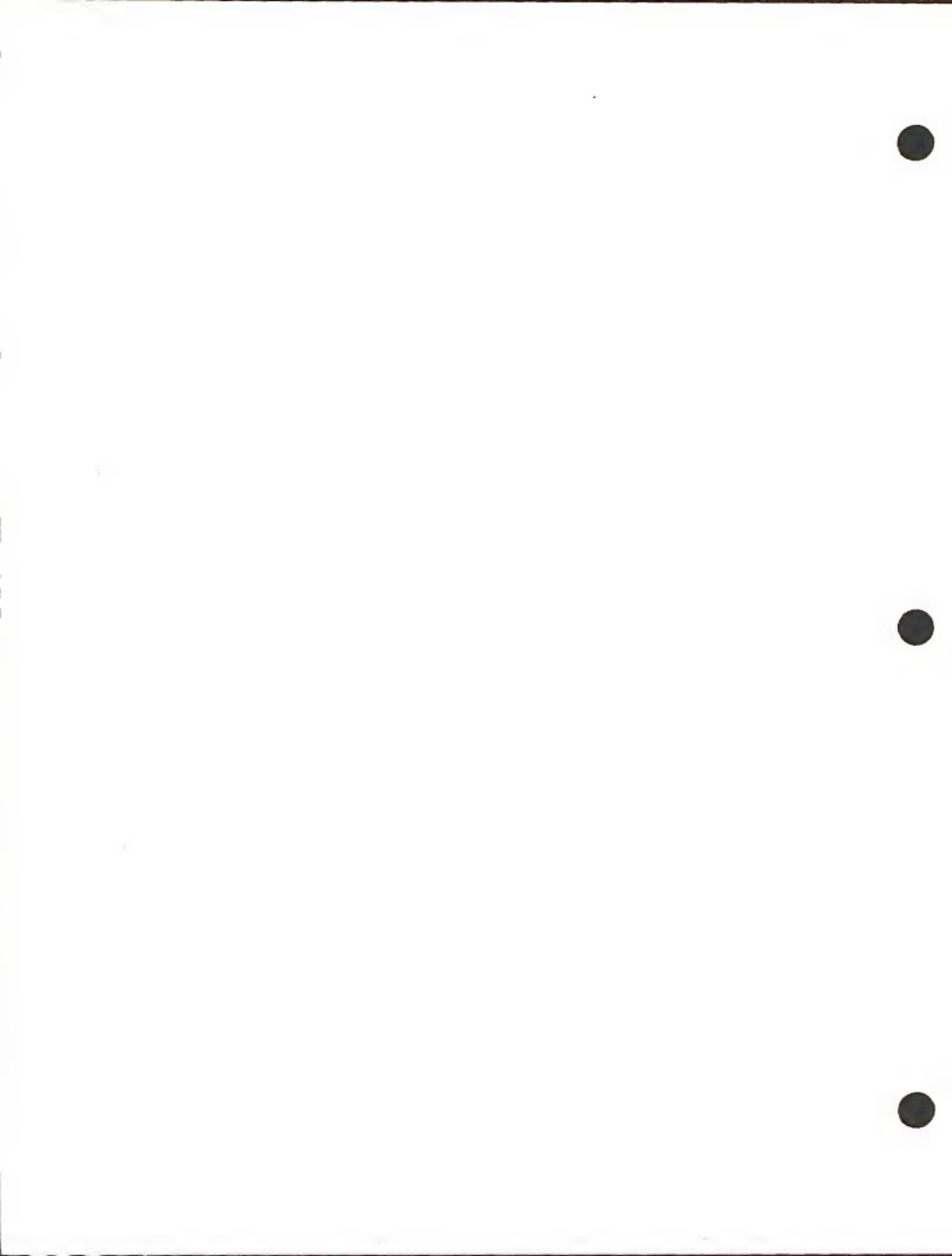


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CHAPTER 1
INTRODUCTION

A right-of-way (ROW) is defined as "a type of facility located over, upon, or under federal lands that transport or convey some physical item or electronic message; or for the immediate storage of such a physical item."

Examples of activities requiring ROW Grants if using federal lands:

Transportation Systems	Generation, Transmission, Distribution, Reception Systems
Roads, Highways	Hydro-electric
Stock Driveways	Wind
Tunnels	Solar
Canals	Nuclear
Trails	Coal
Railroads	T.V.
Airways	Microwave
Tramways	Radio
	Telephone
	Telegram
	Other Electronic Systems
Pipelines	Water
Oil	Reservoirs
Natural Gas	Canals
Fuels	Ditches
Synthetic Liquids	Flumes
Slurry	Pipes
Storage Facilities	Pipelines
Conveyor belts	Tunnels

INTRODUCTION

BLM ROW Grants convey to the holder "a nonexclusive, nonpossessory right to construct, operate, and maintain" said facility.

Rights-of-Way (ROWs), as portrayed in this structured analysis, are the combination of five distinct types blended into one process. This document describes the current system for processing rights-of-way pursuant to the following sections of the 43 CFR (Code of Federal Regulations):

1. Mineral Leasing Act (MLA) of 1920 ROWs for Oil and Gas pipeline - CFR 2880;
2. Federal Land Policy and Management Act (FLPMA) of 1976, Title V, ROWs - CFR 2800;
3. Federal Aid to Highways - CFR 2807;
4. O & C Logging Roads - CFR 2812;
5. Wind Energy ROWs - CFR 2800.

Wind Energy ROWs are most distinct and require three separate primitive processes because no other type of ROW has the competitive bid process. This process is unique in ROWs as there is no guidance in any BLM Manual, and it is not covered in the CFR, although they are processed under FLPMA authority. The only existing guidance is found in policy statements issued by the California State Office. Procedures have been established by the Ridgecrest and Indio Resource Areas in the California Desert District.

Another unique ROW includes O & C Logging and Tram Roads. Although they are grouped under ROWs, the Oregon State Office considers them a forestry function. Personnel working on O & C ROWs code their time to the Forestry subactivity while processing cases. ROW "Holders" are termed "Permittees" in the O & C, and there may be reciprocal agreements between the Permittee and BLM.

The three remaining ROW types are not significantly different in the way they are processed.

This document is organized as follows: Chapter 1 - Introduction explaining the scope and structure of the document; Chapter 2 - Data Flow Diagrams (DFDs) illustrating the current method of processing for rights-of-way; Chapter 3 - Process List providing an alphabetical list of processes defined, their level, and the page references for each process in the DFDs and the input/process/output narratives if the process is at a primitive level; Chapter 4 - Input/Process/Output Narratives (IPOs) describing each process primitive in detail including definitions of steps taken or decisions made; and Chapter 5 - Data Dictionary and Cross Reference List defining all data flows appearing on the DFDs.

CHAPTER 2

DATA FLOW DIAGRAMS

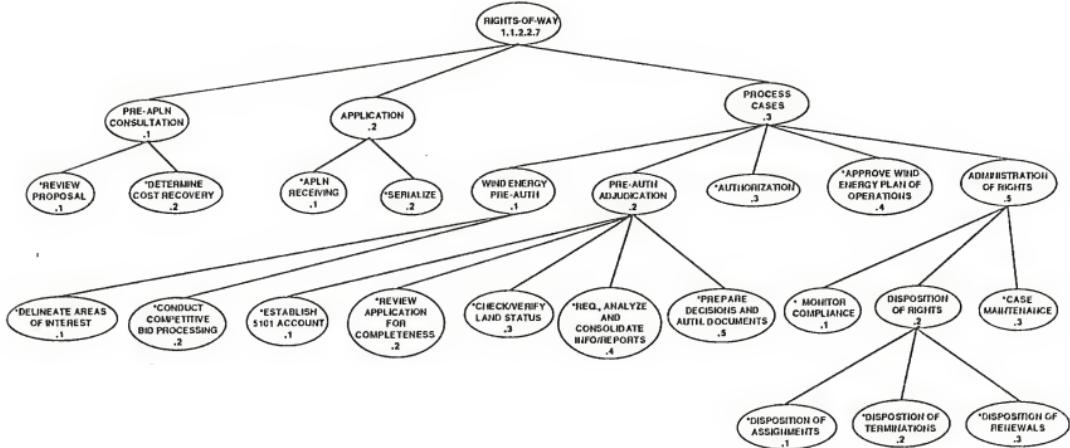
The current rights-of-way program is presented here as a series of data flow diagrams that show the sources and destinations of data, identify and name processes, identify and name data that connect sources and destinations of data, and describe data stores that are accessed. Each function may be broken down into a more detailed flow diagram. The hierarchical structure of each process is identified by decimalized identifiers.

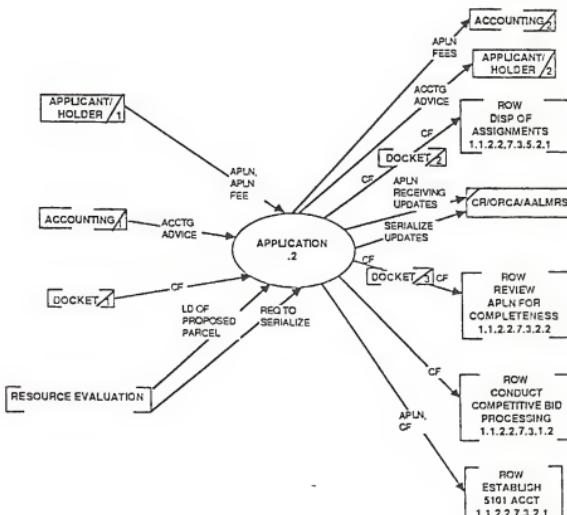
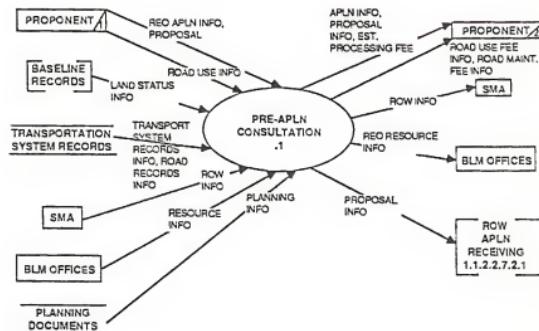
When it is no longer useful to decompose a process, the process and its logic are described by input/process/output narratives. This process is said to be at a primitive level.

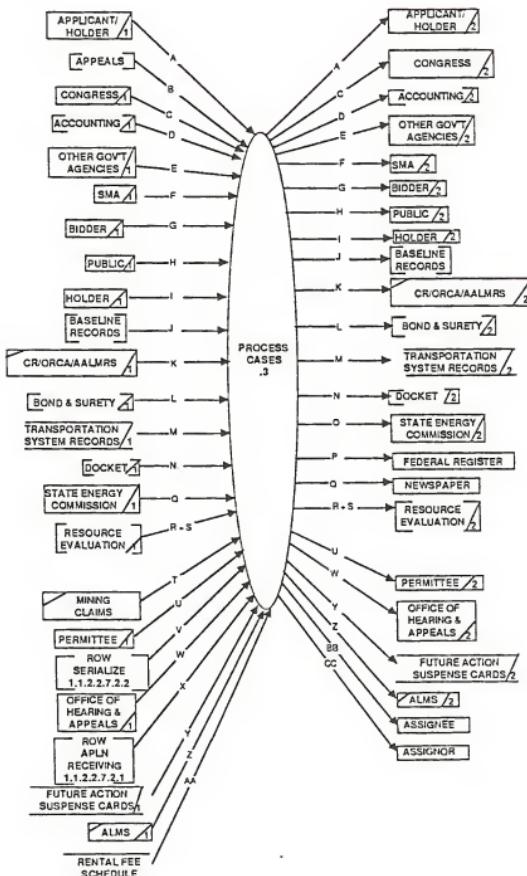
Standard representations on the DFDs are:

1. an ellipse is a process;
2. a rectangle is an external entity (generally outside of BLM control);
3. a set of brackets is an internal entity (generally thought of as an off-page connector or a pointer to a generic type of process);
4. a line is a data flow;
5. arrows at the ends of lines indicate the direction data is flowing;
6. two parallel lines are a data store (generally representing logical groupings of data rather than individual records or data components).

RIGHTS-OF-WAY VISUAL TABLE OF CONTENTS





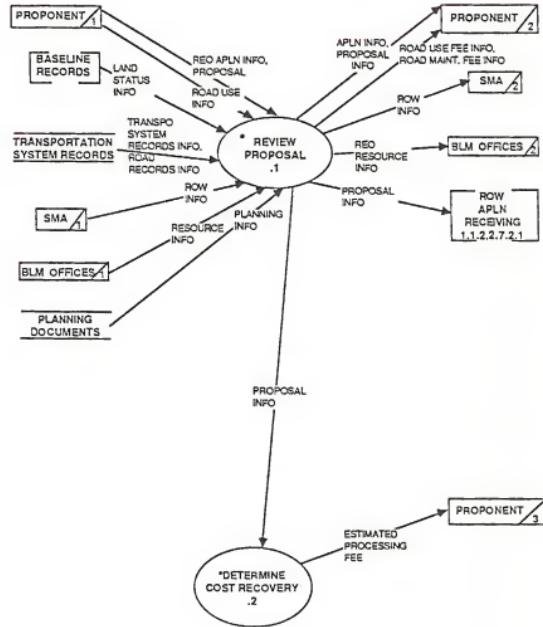


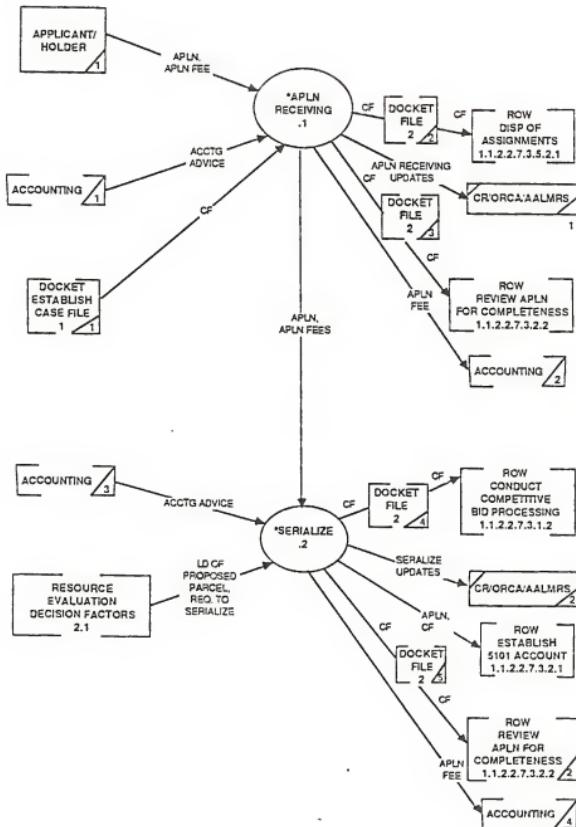
PROCESS CASES INPUT/OUTPUT KEY

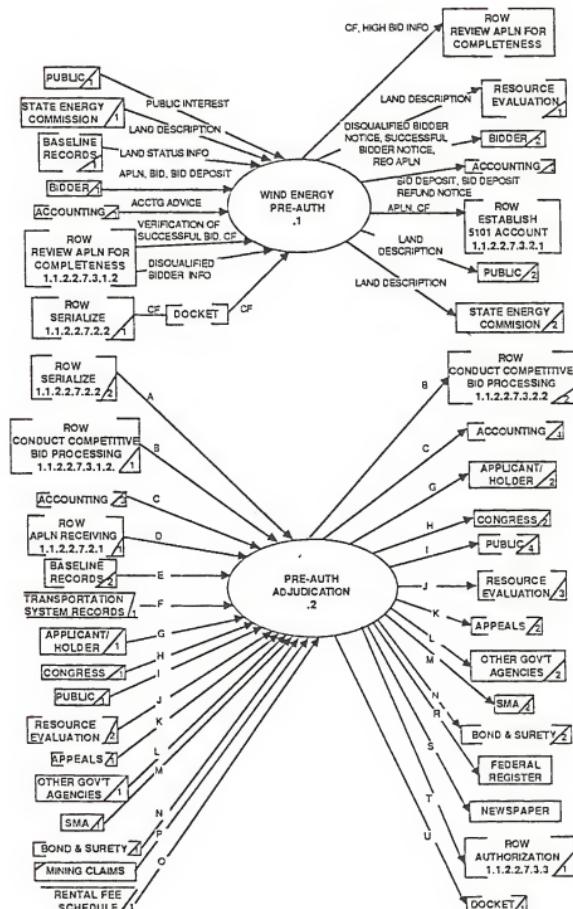
INPUTS	OUTPUTS
A AMENDED APLN ADD'L APLN INFO NON-BLM APPROVALS AUTO DOCUMENT REO WITHDRAWN APLN PROPOSED CPO ADD'L/REVISED CPO NOTICE OF CONSTR PLAN OF DEV NOTICE OF CORRECTIVE ACTION CERTIFICATE OF CONSTR HOLDER NOTICES RELINQUISHMENT REQUEST RELINQUISHMENT LETTER RENTAL FEE MONITORING FEE ENERGY PROD & REVENUE RPTS ROYALTY FEES ROAD USE FEES ROAD MAINT FEES NOTICE OF APPEAL REQUEST PERMISSION TO RESUME ACTIVITIES	A NOTICE OF 1ST OTR DEPOSIT REQUIRED NOTICE OF SUBSEQUENT PAYMT DUE REQUEST AMENDED APLN REO ADD'L APLN INFO REO NON-BLM APPROVAL APLN WITHDRAWN CASE CLOSED DEC REJECTION DECISION AUTL DOCUMENT OFFER OF AUTH DECISION REO FEES REO ADD'L/REVISED CPO INFO APPROVED CPO NOTICE TO PROCEED APPROVED PLAN OR DEV COMPLIANCE FAILURE NOTICE STOP WORK ORDER RESUME WORK ORDER REQUEST RELINQUISHMENT RELINQUISHMENT ACCEPTED NOTICE OF INTENT TO TERMINATE NOTICE TO SHOW CAUSE TERMINATION NOTICE AUTH RENEWAL REO MONITORING FEES NOTICE OF RENTAL ADJUSTMENT NOTICE OF ROYALTY DUE NOTICE OF NON-PAYMENT
B APPEAL DECISION	B CF
C CONCURRENCE ON APLN REO ADD'L INFO	C REO CONCURRENCE ADD'L APLN INFO NOTICE OF INTENT TO GRANT ROW
D ACCTG ADVICE PROJECT NO. 5101 ACCOUNT REPORT	D BID DEPOSIT BID DEPOSIT REFUND NOTICE REO ESTABLISH 5101 ACCT REO REFUND MONITORING FEES ROYALTY FEE RENTAL FEE BILLING OR REFUND INFO ROAD USE & ROAD MAINT FEES
E COMMENTS	E PUBLIC NOTICE
F COMMENTS SMA RPT	F APLN, REO SMA INFO
G APLN BID BID DEPOSIT	G REO APLN SUCCESSFUL BIDDER NOTICE DISQUALIFIED BIDDER NOTICE
H PUBLIC INTEREST LAND DESCRIPTION COMMENTS	H LAND DESCRIPTION
I PROPOSED CPO ADD'L/REVISED CPO INFO NOTICE OF CONSTR PLAN OF DEV NOTICE OF CORRECTIVE ACTION CERTIFICATE OF CONSTR HOLDER NOTICES RELINQUISHMENT REQUEST RELINQUISHMENT LETTER RENTAL FEE MONITORING FEES ENERGY PROD & REVENUE RPTS ROYALTY FEES ROAD USE FEES ROAD MAINT FEES	I AUTHORIZATION DOCUMENT REO ADD'L/REVISED CPO INFO APPROVED CPO NOTICE TO PROCEED APPROVED PLAN OF DEV COMPLIANCE FAILURE NOTICE STOP WORK ORDER RESUME WORK ORDER REO RELINQUISHMENT RELINQUISHMENT ACCEPTED DEC NOTICE OF INTENT TO TERMINATE NOTICE TO SHOW CAUSE TERMINATION NOTICE AUTH RENEWAL REO MONITORING FEES NOTICE OF RENTAL ADJUSTMENT NOTICE OF ROYALTY DUE NOTICE OF NON-PAYMENT
J LAND STATUS INFO	
K PENDING ACTION RPT	
L BOND & SURETY NOTICE	
M TRANSCO SYSTEM RECORDS INFO ROAD RECORDS INFO ROAD USE & ROAD MAINT FEES	
N CF	
O LAND DESCRIPTION	
P ---	

PROCESS CASES INPUT/OUTPUT KEY

<u>INPUTS</u>	<u>OUTPUTS</u>
O —	J AUTHORIZATION UPDATES RENEWAL UPDATES TERMINATION UPDATES ASSIGNMENT UPDATES
R CF, O&C ANALYSIS, LAND RPT, APPRAISAL RPT	
S APPRAISAL RPT CF	K COMPLIANCE UPDATES AUTHORIZATION UPDATES RENEWAL UPDATES TERMINATION UPDATES FOLLOW-UP ACTION DATES FEES UPDATES
T MINING CLAIM INFO	
U CONSTRUCTION PLAT PLOAD & HAUL LICENSE AGREEMENT SIGNED CONSTRUCTION PLAT ROAD USE FEE INFO ROAD USE RPT CERT OF QUANTITY OF MATERIAL HAULED	L ROW BOND NOTICE REQ TO COLLECT ON BCND, CF
V APLN, CF	M ROAD USE FEE INFO ROAD MAINT'N INFO SIGNED CONSTRUCTION PLAT
W CF, ADMIN LAW JUDGE DECISION	N CF
X CF	O LAND DESCRIPTION
Y PENDING ACTION RPT	P PUBLIC NOTICE
Z NOTICE OF NON-PAYMENT	Q PUBLIC NOTICE
AA RENTAL FEE INFO	R CF, REQ O&C ANALYSIS, REQ LAND RPT ANALYSIS, REQ APPRAISAL RPT, LAND RPT
BB —	S APPRAISAL REQ CF
CC —	T —
	U CONSTRUCTION PLAT ROAD USE INFO SIGNED CONSTRUCTION PLAT REQ LICENSE AGREEMENT ROAD USE FEE INFO REQ ROAD USE & ROAD MAINT FEES
	V —
	W CF
	X —
	Y FOLLOW-UP ACTION DATES
	Z ACCTG ADVICE RENTAL INFO UPDATE
AA —	
BB ASSIGNMENT DECISION	
CC ASSIGNMENT DECISION	



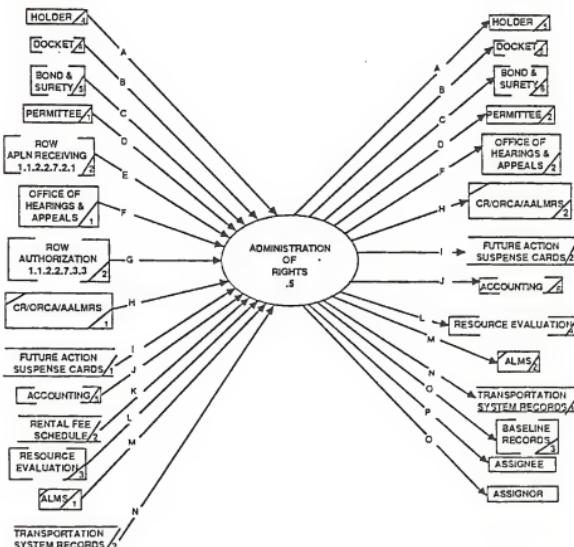
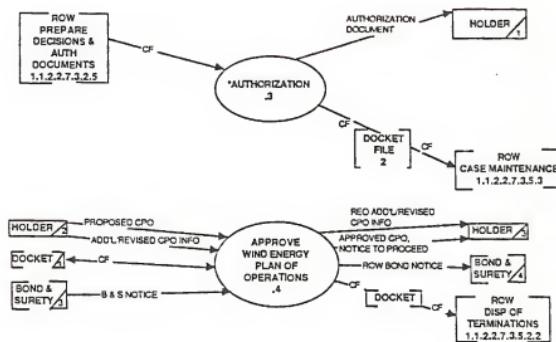




PRE-AUTH ADJUDICATION INPUT/OUTPUT KEY

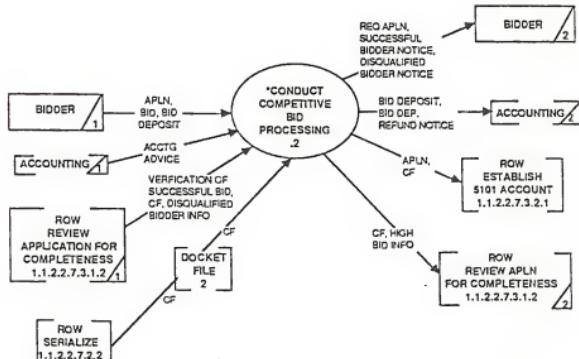
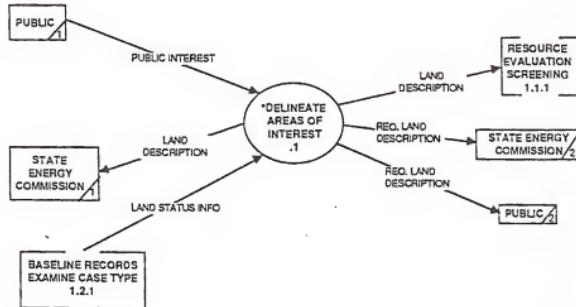
INPUTSOUTPUTS

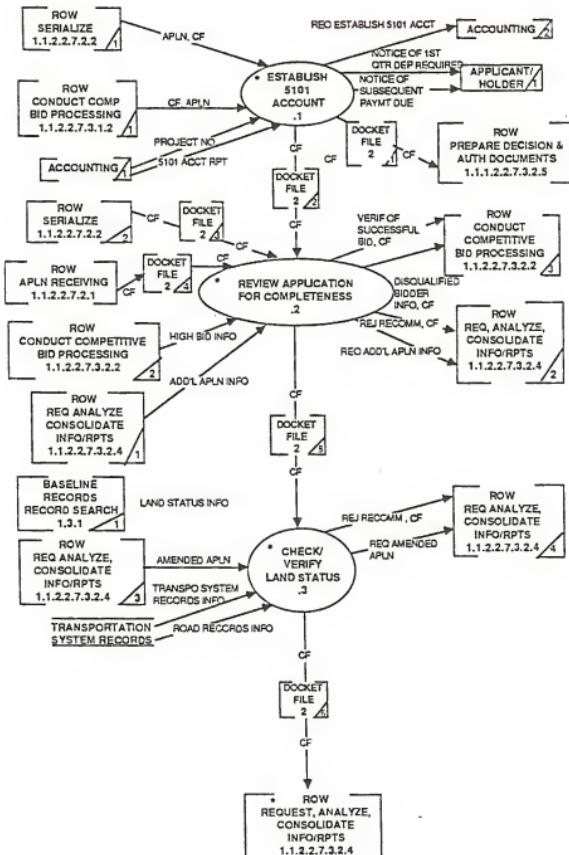
A	APLN, CF	A	—
B	LETTER OF INTENT, CF HIGH BID INFO	B	VERIFICATION OF SUCCESSFUL BID, CF DISQUALIFIED BIDDER INFO, CF
C	PROJECT NO. 5101 ACCT RPT ACCTG ADVICE	C	REQ ESTABLISH 5101 ACCT REQ REFUND, FEES
D	CF	D	—
E	LAND STATUS INFO	E	—
F	TRANSPO SYSTEM RECORDS INFO ROAD RECORDS INFO	F	—
G	AMENDED APLN ADD'L APLN INFO NON-BLM APPROVALS AUTH DOCUMENT REQ WITHDRAWN APLN REMAINDER OF BID DEPOSIT NOTICE OF APPEAL	G	NOTICE OF 1ST OTR DEPOSIT REQUIRED NOTICE OF SUBSEQUENT PAYMENT DUE REQUEST AMENDED APLN REQ ADD'L APLN INFO REQ NON-BLM APPROVAL APLN WITHDRAWN CASE CLOSED DECISION REJECTION DECISION AUTH DOCUMENT OFFER OF AUTHORIZATION DECISION REQ FEES
H	CONCURRENCE ON APLN REQ ADD'L INFO	H	REQ REMAINDER OF BID DEPOSIT MINING CLAIM INFO
I	COMMENTS	H	APLN
J	CF, QAC ANALYSIS OR LAND RPT, APPRAISAL REPORT	H	REQ CONCURRENCE ADD'L APLN INFO NOTICE OF INTENT TO GRANT ROW
K	APPEAL DECISION	I	REQ LAND DESCRIPTION
L	COMMENTS	J	CF, REQ QAC ANALYSIS OR REQ LAND RPT ANALYSIS, REQ APPRAISAL RPT, LAND RPT
M	COMMENTS SMA RPT	K	CF
N	BOND & SURETY NOTICE	L	PUBLIC NOTICE
P	MINING CLAIM INFO	M	APLN, REQ SMA INFO
O	RENTAL FEE INFO	N	ROW BOND NOTICE
R	—	P	—
S	—	Q	—
T	—	R	PUBLIC NOTICE
U	—	S	PUBLIC NOTICE
		T	CF
		U	CF

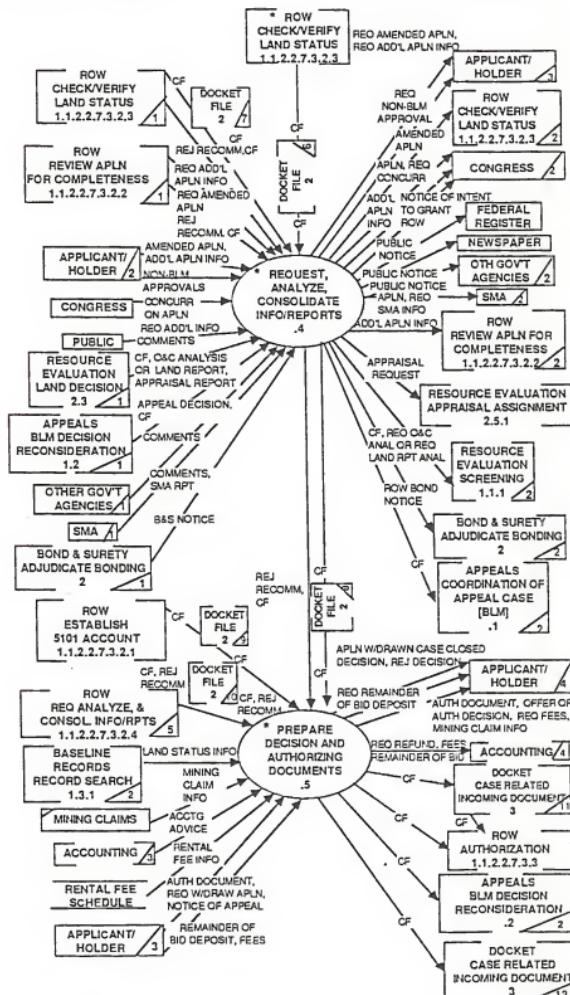


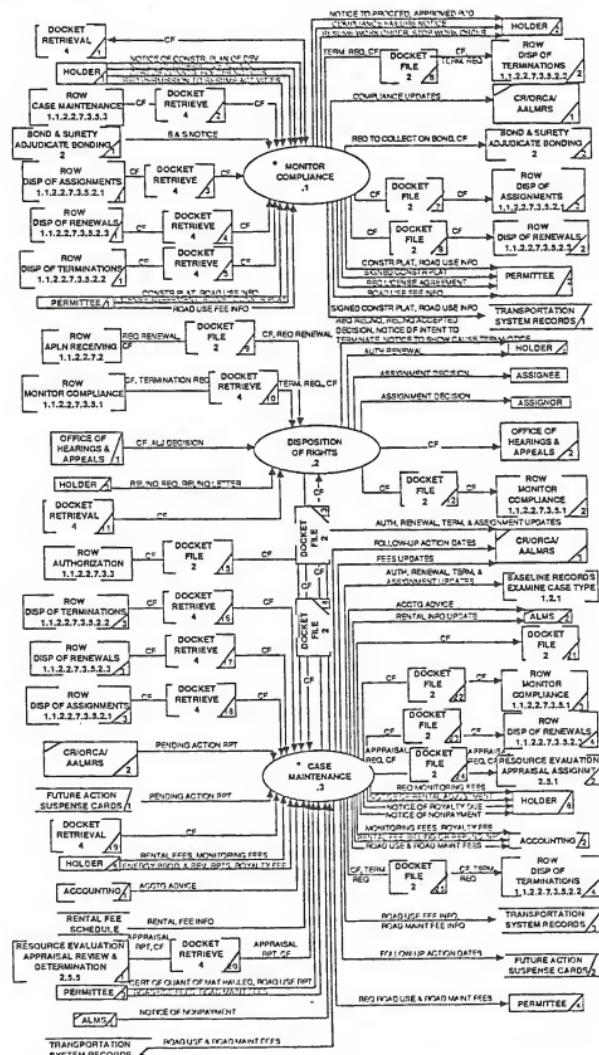
ADMINISTRATION OF RIGHTS INPUT/OUTPUT KEY

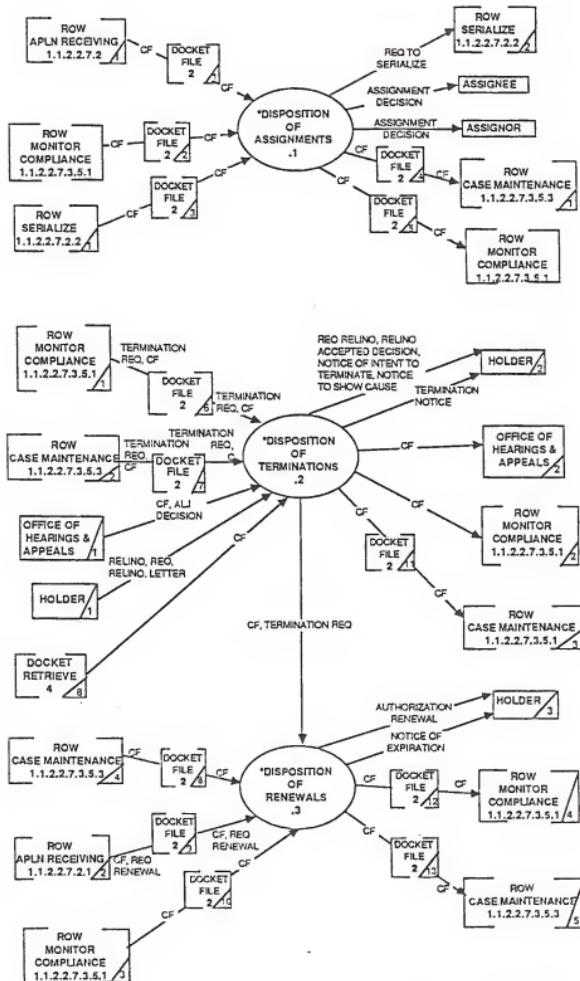
	<u>INPUTS</u>	<u>OUTPUTS</u>
A	NOTICE OF CONSTRUCTION PLAN OF DEV NOTICE OF CORRECTIVE ACTION CERT OF CONSTRUCTION HOLDER NOTICES RELINQUISHMENT REQUEST RELINQUISHMENT LETTER RENTAL FEE MONITORING FEES ENERGY PROD & REVENUE RPTS ROYALTY FEES ROAD USE FEES ROAD MAINT FEES REQ PERMISSION TO RESUME ACTIVITIES	A NOTICE TO PROCEED APPROVED PLAN OF DEV COMPLIANCE FAILURE NOTICE STOP WORK ORDER RESUME WORK ORDER REQ RELINQUISHMENT RELINO ACCEPTED DECISION NOTICE OF INTENT TO TERMINATE NOTICE TO SHOW CAUSE TERMINATION NOTICE AUTH RENEWAL REQ MONITORING FEES NOTICE OF RENTAL ADJUSTMENT NOTICE OF ROYALTY DUE NOTICE OF NON-PAYMENT
B	CF	B —
C	BOND & SURETY NOTICE	C REQ TO COLLECT ON BOND, CF
D	CONSTRUCTION PLAT ROAD USE INFO LICENSE AGREEMENT SIGNED CONSTRUCTION PLAT ROAD USE FEE INFO ROAD USE RPT CERTIFICATE OF QUANTITY OF MATERIAL HAULED	D CONSTRUCTION PLAT ROAD USE INFO SIGNED CONSTRUCTION PLAT REQ LICENSE AGREEMENT ROAD USE FEE INFO REQ ROAD USE & ROAD MAINT FEES
E	REQ RENEWAL, CF	E —
F	CF, ADMINISTRATIVE LAW JUDGE DECISION	F CF
G	CF	G —
H	PENDING ACTION RPT	H COMPLIANCE UPDATES AUTH UPDATES RENEWAL UPDATES TERMINATION UPDATES FOLLOW-UP ACTION DATES FEES UPDATES
I	PENDING ACTION RPT	I FOLLOW-UP ACTION DATES
J	ACCTG ADVICE	J MONITORING FEES ROYALTY FEE RENTAL FEE BILLING OR REFUND INFO ROAD USE & ROAD MAINT FEES
K	RENTAL FEE INFO	K —
L	CF	L CF
M	NOTICE OF NON-PAYMENT	M ACCTG ADVICE RENTAL INFO UPDATE
N	ROAD USE & ROAD MAINT. FEES	N ROAD USE FEE INFO ROAD MAINT FEE INFO SIGNED CONSTRUCTION PLAT
O	—	O AUTH UPDATES RENEWAL UPDATES TERMINATION UPDATES ASSIGNMENT UPDATES
P	—	P ASSIGNMENT DECISION
Q	—	Q ASSIGNMENT DECISION













CHAPTER 3
PROCESS LIST

The following table lists all processes defined on the Data Flow Diagrams appearing in Chapter 2. The Chapter 2 page reference is next to each process. If the process is at a primitive level, i.e. functionally decomposed to a level at which no benefits are derived from further decomposition, a reference to the Chapter 4 narrative for that process is also listed.

PROCESS LIST

Identifier	Process Name	Level	DFD	IPO
1.1.2.2.7.3.5	Administration of Rights	7	2-11	
1.1.2.2.7.2	Application	6	2-3	
1.1.2.2.7.2.1	Application Receiving	7	2-8	4-6
1.1.2.2.7.3.4	Approve Wind Energy Plan of Operations	7	2-11	4-29
1.1.2.2.7.3.3	Authorization	7	2-11	4-28
1.1.2.2.7.3.5.3	Case Maintenance	8	2-16	4-42
1.1.2.2.7.3.2.3	Check/Verify Land Status	8	2-14	4-19
1.1.2.2.7.3.2.2	Conduct Competitive Bid Processing	8	2-13	4-11
1.1.2.2.7.3.1.1	Delineate Areas of Interest	8	2-13	4-10
1.1.2.2.7.1.2	Determine Cost Recovery	7	2-7	4-5
1.1.2.2.7.3.5.2.1	Disposition of Assignments	9	2-17	4-36
1.1.2.2.7.3.5.2.2	Disposition of Terminations	9	2-17	4-36
1.1.2.2.7.3.5.2.3	Dispositions of Renewals	9	2-17	4-40
1.1.2.2.7.3.5.2	Disposition of Rights	8	2-16	
1.1.2.2.7.3.2.1	Establish 5101 Account	8	2-14	4-13
1.1.2.2.7.3.5.1	Monitor Compliance	8	2-16	4-31
1.1.2.2.7.1	Pre-ApIn Consultation	6	2-3	
1.1.2.2.7.3.2	Pre-Auth Adjudication	7	2-9	
1.1.2.2.7.3.2.5	Prepare Decisions and Authorizing Documents	8	2-15	4-25
1.1.2.2.7.3	Process Cases	6	2-4	
1.1.2.2.7.3.2.4	Request, Analyze, & Consolidate Info/Reports	8	2-15	4-21
1.1.2.2.7.3.2.2	Review Application for Completeness	8	2-14	4-15

PROCESS LIST

Identifier	Process Name	Level	DFD	IPO
1.1.2.2.7.1.1	Review Proposal	7	2-7	4-2
1.1.2.2.7.2.2	Serialize	7	2-8	4-8
1.1.2.2.7.3.1	Wind Energy Pre-Auth	7	2-9	



CHAPTER 4

INPUT/PROCESS/OUTPUT NARRATIVES

The following narratives describe the detail processing done at the primitive level as defined by the Data Flow Diagrams. Included in each narrative is the following information:

1. the process name;
2. the identifier or process number;
3. the parent process name (the parent's identifier can be derived by omitting the last digit of the process identifier);
4. a general description of the process;
5. any applicable policies and procedures;
6. any constraints that may affect processing; and
7. the input/process/output narrative.

The process narratives appear in the order they are defined in the Data Flow Diagrams in Chapter 2.

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Review Proposal

Identifier: 1.1.2.2.7.1.1

Parent Process Name: Pre-Pln Consultation

Description: Identify for the Proponent the Right-of-Way filing requirements and qualifications as well as identify the work involved in processing the proposed action.

Policies/Procedures: BLM Manual 2802.12 on Proposal Information

Constraints: None.

Input	Process	Output
Request Application Info	Receive and review Request Application Information from proponent. Determine what information is needed. Prepare response, which normally includes the application, request for Plan of Development, ROW pamphlet, standard stipulations for the type of right-of-way needed by the proponent. Provide Application Information to proponent.	Application Information
Proposal	Receive and review Proposal from the proponent. Proposal may be formal or informal. This process may be very short (a few minutes) or require several weeks to complete depending on the complexity of the proposal. The proposal normally includes a variety of data (location, project description, transportation systems maps, road records information, etc.).	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Land Status Info Transportation System Records Info Road Records Info	Check Land Status info from the plats, Transportation System Records Info, and Road Records Info to determine if the proposal action is on federal lands. Also determine if there are restrictions that may apply due to land status, e.g., Withdrawals, Wilderness Study Area, Areas of Critical Environmental Concern.	
	If not federal land or if use is precluded due to land status restrictions, inform Proponent either to change the proposal or drop the proposal altogether.	Proposal Information
	If federal land is administered by another Surface Management Agency (SMA) and their input is needed, inform SMA of the proposal by sending any pertinent ROW information or giving them the ROW information at a meeting if one is planned with the Proponent to discuss the proposal.	ROW Information
ROW Information	Receive ROW Information from the SMA.	
	If resource information is needed, may ask for Request Resource Information from BLM Units as to the possible impacts of the proposal action and how detailed the analysis would need to be.	Request Resource Information
Resource Information	Receive Resource Information from BLM Units.	
Planning Information	Review Planning Information from Planning Documents to determine if the proposed action is in conformance with planning.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Determine from the information gathered the complexity of the project. Identify any possible problem areas (i.e., planning conflicts) that are discernible so that the Proponent can adjust the proposal prior to filing an application. Send Proposal Information to proponent.	Proposal Information
Road Use Information	For O&C lands, receive proponent's estimate of road use. Advise the proponent of road use fees and maintenance fees (based on published statewide or local fees), requirements of bonding, and insurance requirements, if any.	Road Use Fees Information Road Maintenance Fees Information
	Road use information may also pertain to a potential Reciprocal Rights Agreement.	
	May create a temporary working file which will become part of the official application file.	
	Send O&C proposal info to "Apln Receiving."	Proposal Information
	For all other ROWs, send Proposal Information to "Determine Cost Recovery."	Proposal Information

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Determine Cost Recovery
Identifier: 1.1.2.2.7.1.2
Parent Process Name: Pre-Appn Consultation
Description: Determine if cost recovery is required. If cost recovery is required, determine estimated application processing and grant monitoring costs for the Proponent.
Policies/Procedures: For Cost Recovery: 43 CFR 2883.1-1a(2) for MLA, 2881.1a(3)

Input	Process	Output
Proposal Information	Receive Proposal Information from "Review Proposal." Determine if the proposal is subject to cost recovery, and make cost recovery determination in accordance with current CFR. Notify proponent of cost with the Estimated Processing Fee.	Estimated Processing Fee

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Application Receiving
Identifier: 1.1.2.2.7.2.1
Parent Process Name: Application
Description: Receive materials and determine if materials are a new application requiring serialization, or an amended/renewal application, or information relating to an existing case.

Policies/Procedures: None.

Constraints: None.

Input	Process	Output
Application	Receive Application and Application Fees from applicant/holder and determine proper authority.	
Application Fees	Application used in this process could include the application form, further project descriptions, proof of licensing, maps, plats, signature on application, proposed amendment, assignment, temporary use permit, bonding, etc.	
	Date stamp the application.	
	Determine if a new application or related to an existing one.	
	If a new application, send Application and Application Fees to "Serialize."	Application Application Fees

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If existing case, send Application Fees to Accounting (these fees are related to an assignment or a proposed amendment).	Application Fees
Accounting Advice	Receive Accounting Advice from Accounting.	
Case File	Receive Case File from Docket for assignment and amendment cases. File Application and Accounting Advice in Case File. If an Assignment, send Case File to "Disposition of Assignments" process.	Case File
	If an amendment, send Case File to "Review for Application Completeness" process.	Case File
	Update Case Recordation/ORCA with Application Receiving Update.	Application Receiving Update

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Serialize
Identifier: 1.1.2.2.7.2.2
Parent Process Name: Application
Description: To give an application a specific serial number which will allow for tracking of the case at any given point.
Policies/Procedures: None.
Constraints: None.

Input	Process	Output
Application Application Fees Request to Serialize LD of Proposed Parcel	Receive Application and Application Fees from "Application Receiving." For Competitive Wind Energy, receive Request to Serialize and Legal Descriptions of Proposed Parcel from Land Report Analysis ("Management Decision").	
	If under O&C Authority, O&C Logging Road ROWs are not formally serialized into the statewide system or updated in Case Recordation/ORCA. Assign District ROW number from District ROW Number Log and stamp application. Build case file.	
	For all other ROWs, assign the next available Serial Number from the Serial Number Log and stamp application. Build Case File.	Application Fees
	If there are Application Fees, send to Accounting.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Accounting Advice	Receive Accounting Advice from Accounting and file in Case File.	
	Update Case Recordation/ORCA. At this point, a new case is entered into the system as the Serialized Update(s).	Serialize Update(s)
	If Wind Energy, send Case File to "Conduct Competitive Bid Processing."	Case File
	If there is a need to establish a 5101 Account, send Case File and Application to "Establish 5101 Account."	Case File Application
	Send Case File to "Review for Application Completeness."	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name:	Delineate Areas of Interest	
Identifier:	1.1.2.2.7.3.1.1	
Parent Process Name:	Wind Energy Pre-Auth.	
Description:	To identify parcels of land that may be offered for Competitive Wind Energy Rights-of-Way.	
Policies/Procedures:	None.	
Constraints:	None.	
Input	Process	Output
Public Interest	If the public shows sufficient interest in Wind Energy development to consider offering parcels for development, send to the public a Request for Land Description.	Request Land Description
Land Status Info	Check Land Status Info from the plats and determine the ownership of parcels identified. Send Request for Land Description to the State Energy Commission to determine what areas have been identified as having a sufficient wind resource to warrant development.	Request Land Description
Land Description	Receive Land Description from public and State Energy Commission. Review Land Description received from public. Compare to Land Description identified by the State Energy Commission. Those land descriptions identified by the public, but not by the State Energy Commission, may be further evaluated through the NEPA process. Send Land Description of proposed parcels to Resource Evaluation.	Land Description

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Conduct Competitive Bid Processing
| Identifier: 1.1.2.2.7.3.2.2
Parent Process Name: Wind Energy Pre-Auth.
Description: To conduct competitive bid processing to sell the offered parcel to successful bidder.
Policies/Procedures: None.
Constraints: None.

Input	Process	Output
Case File	Receive Case File from "Serialize."	
Bid Bid Deposit	Receive Bid and Bid Deposit from bidder. Send Bid Deposit to Accounting.	Bid Deposit
Accounting Advice	Receive Accounting Advice from Accounting. Add to Case Files.	
	Determine apparent high bidder. Send High Bid Information and Case File to "Review for Application Completeness" to verify high bidder's qualifications to hold right-of-way.	High Bid Information Case File
Disqualified Bidder Information Case File	If the apparent high bidder is disqualified, receive Disqualified Bidder Information and Case File from "Review Application for Completeness."	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Issue Disqualified Bidder Notice to bidder and send next High Bid Information to "Review Application for Completeness" to verify qualifications. This process is repeated until a successful bidder is determined.	Disqualified Bidder Notices Case File
		High Bid Information
Verification of Successful Bid Case File	Receive Verification of Successful Bid and Case File from "Review Application for Completeness." Send Successful Bidder Notice to all bidders.	Successful Bidder Notice
	Send Request Application to successful bidder.	Request Application
Application	Receive Application from successful bidder and send Application and Case File to "Establish 5101 Account."	Case File Application
	Send Bid Deposit Refund Notice to Accounting for refund of the unsuccessful bidder's bid deposit.	Bid Deposit Refund Notice

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Establish 5101 Account
Identifier: 1.1.2.2.7.3.2.1
Parent Process Name: Pre-Auth Adjudication
Description: This process identifies the steps required to establish and maintain a 5101 Account.
Policies/Procedures: None.
Constraints: None.

Input	Process	Output
	If, during the Proposal Review and Cost Recovery Determination Process, it was determined that the right-of-way would cost \$5,000 or more to process, it will be necessary to establish a 5101 Account. These rights-of-way will require full cost reimbursement from the Holder.	
Case File Application Letter of Intent	Receive Application and Case File from "Serialize." This process is initiated upon receipt of the Application and Case File or upon receiving a Letter of Intent to file an application from a proponent.	
	A Request to Establish a 5101 Account is sent to Accounting in the State Office. The money needed may be requested and received either before or after the account is established. The amount of money which is required is determined by estimating the workmonths and support services cost to process the application and monitor the grant.	Request to Establish 5101 Account

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Project Number	Receive Project Number from Accounting. Accounting will assign a project number, which is used for coding and tracking costs.	Notice of First Quarter Deposit Required
	Prepare and send a Notice of First Quarter Deposit Required to the applicant/holder.	
	Send Case File with application to "Prepare Decision and Authorization Document" process for Competitive Wind Energy or to "Review Application for Completeness" process for all other ROWs.	Case File
5101 Account Report	On a quarterly basis, a 5101 Account Report is received from Accounting. There is a determination made as to the need for additional funds to continue the account. When required, a Notice of Subsequent Payment Due is sent to the Applicant/Holder.	Notice of Subsequent Payment Due
	This process is ongoing until construction is completed or for the term of the authorization document on Wind Energy ROW.	

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Review Application for Completeness
Identifier: 1.1.2.2.7.3.2.2
Parent Process Name: Pre-Auth Adjudication
Description: Determine if the application has the necessary information to facilitate processing, and identify information that the applicant or other entities may need to supply the Bureau.

Policies/Procedures: None.

Constraints: None.

Input	Process	Output
Case File	Receive Case File from "Serialize," "Establish 5101 Account," or "Application Receiving."	
High Bid Information	Receive High Bid Information from "Conduct Competitive Bid Processing." Review application. In order for the application to be complete, it must contain the following information: <ol style="list-style-type: none">1. Full name and address of applicant.2. The maps and/or drawings which portray the physical location of the proposed right-of-way-- that these documents are legible and identify the location of the route or site. For O&C a road system diagram must also be included.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	<ol style="list-style-type: none">3. The description of the proposed right-of-way can be used in the grant preparation and describes the size or capacity of the facility (such as the diameter of the pipeline, voltage transmitted by the powerline, width of right-of-way requested).4. Statement of applicant's technical and financial ability to construct, operate, maintain, and terminate the proposed right-of-way.5. Certification of legal age of the applicant or that the entity is authorized to do business in the state where the proposed right-of-way is located.6. For MLA ROWs, information regarding the applicant's citizenship or the entity's legal qualifications is attached to the application or referred to if filed in an earlier application.7. Application fees. <p>If application is complete and the applicant or bidder (Competitive Wind Energy) is qualified:</p> <p>For Competitive Wind Energy: send Case File and Verification of Successful Bid to "Conduct Competitive Bid Process."</p>	Case File Verification of Successful Bid

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	<p>For Other ROW: Send Case File to "Check/Verify Land Status" through Docket.</p> <p>If the applicant is not qualified, the application will be rejected.</p> <p>For Competitive Wind Energy ROW, send Disqualified Bidder Information and Case File to "Conduct Competitive Bid Processing."</p>	Case File
		Disqualified Bidder Information Case File
	<p>For other ROWs, send the Case File and Rejection Recommendation to "Request, Analyze and Consolidate Information/Reports."</p> <p>If there is information pertaining to the seven items listed above that was not included in the application, send Request Additional Application Information to "Request, Analyze, and Consolidate Information/Reports."</p>	Case File Rejection Recommendation
		Request Additional Application Information

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Additional Application Information	When the Additional Application Information is received from "Request, Analyze, and Consolidate Information/Reports," the information will be verified as to whether it meets the requirements of the request for the seven items listed above. If the information does not complete the application, it may be requested again. If the information disqualifies the applicant, the application will be rejected. The applicant is given a timeframe in which to respond (normally 30 days). If the applicant does not respond to the request, the application could be rejected. Send Case File and Rejection Recommendation to "Request, Analyze, Consolidate Information/Reports."	Case File Rejection Recommendation
	When all requested information has been supplied by the applicant and the qualifications have been met, for competitive Wind Energy ROW, send Case Files and Verification of Successful Bid to "Conduct Competitive Bid Process."	Case File Verification of Successful Bid
	For other ROWs, send Case File to "Check/Verify Land Status."	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Check/Verify Land Status
Identifier: 1.1.2.2.7.3.2.3
Parent Process Name: Pre-Auth Adjudication
Description: To verify that the location of the proposed Right-of-Way is on federal lands.
Policies/Procedures: None.
Constraints: None.

Input	Process	Output
Case File	Receive Case File from "Review Application for Completeness."	
Land Status Info	Receive Land Status Info from Records and review to determine if the location of the proposed ROW is on federal lands.	
Transportation System Records Info Road Records Info	If O&C lands, also check Transportation System Records Info and Road Records Info received from Transportation System Records. Review title evidence for private land ownership. Determine that permittee has legal interest to grant the U.S. a reciprocal agreement.	
	If on federal lands, send Case File to "Request, Analyze, and Consolidate Information/Reports."	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If not on federal lands, the application will be rejected. Send Case File and Rejection Recommendation to "Request, Analyze, and Consolidate Information/Reports."	Case File Rejection Recommendation
	For that part of the proposed route on non-federal land, that part of the application should be rejected. Send Case File and Rejection Recommendation to "Request, Analyze, and Consolidate Information/Reports."	Case File Rejection Recommendation
	For those applications that fail to include all federal parcels on a proposed route, request the applicant to submit an amended application. Send Case File and Request Amended Application to "Request, Analyze, and Consolidate Information/Reports."	Case File Request Amended Application
Amended Application	Receive Amended Application from "Request, Analyze, and Consolidate Information/Reports" and proceed through above process.	

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Request, Analyze, and Consolidate Information/Rpts
Identifier: 1.1.2.2.7.3.2.4
Parent Process Name: Pre-Auth Adjudication
Description: Request, collect, and analyze information necessary to recommend an action leading to a decision.
Policies/Procedures: None.
Constraints: None.

Input	Process	Output
Case File	Receive Case File from "Check/Verify Land Status."	
Request Additional Application Information	Receive Request Additional Application Information from "Review Application for Completeness." Send a Request Additional Application Information to applicant/holder.	Request Additional Application Information
Additional Application Information	When Additional Application Information is received from the applicant/holder, send it to "Review Application for Completeness."	Additional Application Information
Request Amended Application	Receive Request Amended Application from "Check/Verify Land Status." Send a Request Amended Application to applicant/holder.	Request Amended Application
Amended Application	When Amended Application is received from the applicant/holder, send it to "Check/Verify Land Status."	Amended Application

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Rejection Recommendation Case File	A Rejection Recommendation and Case File can be received from "Review Application for Completeness" or "Check/Verify Land Status." A Rejection Recommendation and Case File are sent to "Prepare Decision and Authorization Documents."	Rejection Recommendation Case File
Concurrence on Application	If the application is for an oil/gas pipeline 24 inches in diameter or greater, send a copy of the Application and Request Concurrence to Congress (House Committee on Interior and Insular Affairs and to the Senate Committee on Energy and Natural Resources).	Application Request Concurrence
Request Additional Application Information	Concurrence on Application by Congress is normally given by Congress not taking any action.	Additional Application Information
Comments	Congress may Request Additional Application Information. Send Additional Application Information to Congress. Publish Public Notice in the Federal Register and newspaper (in some states) that an application has been made for a 24-inch diameter or greater oil/gas pipeline. Send Public Notice, as required, to other government agencies.	Public Notice
	Receive comments from the public or government agencies and make them a part of the case file for use in "Land Report Analysis" process.	
	If there are lands involved that are administered by another Surface Management Agency (SMA) as well as	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	by BLM, send, or have applicant/holder send, a copy of the Application and Request for SMA Information to the SMA.	Application Request SMA Information
	For O&C roads, the applicant applies for authorization directly with the SMA and not through the BLM.	
SMA Report Comments	Receive SMA Report and/or comments from SMA and file in Case File.	
	For a Land Report or O&C Analysis, send Case File to Resource Evaluation.	Request O&C Analysis Request Land Report Case File
Case File Land Report O&C Analysis	Receive Case File and Land Report or O&C Analysis from Resource Evaluation.	
	If the applicant is required to post a performance bond, send ROW Bond Notice to Bond and Surety system.	ROW Bond Notice
Bond & Surety Notice	Receive Bond & Surety Notice from Bond and Surety system, indicating if applicant has submitted a bond and if the bond is acceptable.	
	If the applicant/holder does not submit a bond, the application is rejected. Send Case File and Rejection Recommendation to "Prepare Decisions and Authorizing Documents."	Case File Rejection Recommendation
	The applicant may be required to acquire non-BLM approvals before the ROW can be granted. If this situation exists, the applicant/holder would have been notified as appropriate of the need, either in the "Review Proposal" process or in	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	the "Land Report Analysis" process.	
Non-BLM Approval	If non-BLM approvals have not been received, send Request Non-BLM Approval to the Applicant/Holder.	Request Non-BLM Approval
	Receive Non-BLM Approval from the Applicant/Holder.	
	If there are any discrepancies found in the Land Report, return Case File to Resource Evaluation.	Case File
	An appraisal is required when a rental fee schedule is not applicable. Send Appraisal Request and Case File to Resource Evaluation.	Appraisal Request Case File
Appraisal Report Case File	Receive Appraisal Report from Resource Evaluation. File Appraisal Report in Case File.	
	When all information is received and the Land Report is complete, send Case File to "Prepare Decision and Authorizing Documents."	Case File
	For 24 inches or greater Oil and Gas pipelines, send Notice of Intent to Grant ROW to Congress.	Notice of Intent to Grant ROW
	For any of the above actions in this process: When a decision is written, the Applicant/Holder has the right to appeal the decision. If it is appealed, send Case File to Appeals.	
Appeal Decision	Receive Appeal Decision and Case File from Appeals and take appropriate action.	

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Prepare Decisions and Authorizing Documents
 Identifier: 1.1.2.2.7.3.2.5
 Parent Process Name: Pre-Auth Adjudication
 Description: To take action to implement the decision.
 Policies/Procedures: None.
 Constraints: None.

Input	Process	Output
Case File Rejection Recommendation	Case File is received from "Establish 5101 Account" for Competitive Wind Energy. Case File and Rejection Recommendation, if applicable, are received from "Request, Analyze, and Consolidate Information/Reports."	
Land Status Info Mining Claim Info	Receive Land Status Info from Records and verify. Receive Mining Claim Info from Mining Claims and verify.	
	If there are mining claims located in the vicinity of the proposed ROW, send Mining Claim Info to the Applicant/Holder.	Mining Claim Info
	If Rejection Recommendation was received, prepare the Rejection Decision and send to Applicant/Holder.	Rejection Decision
Request to Withdraw Application	If a Request to Withdraw Application is received from the Applicant/Holder, prepare Application Withdrawn/Case Closed Decision and send to Applicant/Holder.	Application Withdrawn/Case Closed Decision

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If the application has been withdrawn, or it is being withdrawn, and more money than just the application fee was received, send a Request Refund to Accounting to initiate a refund.	Request Refund
Accounting Advice	Receive Accounting Advice from Accounting.	
Rental Fee Information	Use the Rental Fee Information from the Rental Fee Schedule to calculate the rental due. File with Case File.	
	Analyze the calculated rental, rental from the Appraisal Report in the Case File, or the minimum rental if no rental fee has been determined.	
Case File	If decision from "Request, Analyze, and Consolidate Information/ Reports" or Competitive Wind Energy is to issue the right-of-way, prepare Authorization Document and/or Offer of Authorization Decision and send to the applicant/holder.	Authorization Document Offer of Authorization Decision
	Send Request Fee (Rental or Monitoring for ROW or Road Use or Road Maintenance for O&C) to the applicant/holder.	Request Fee
	For Competitive Wind Energy, send Request for Remainder of the Bid Deposit to the applicant/holder.	Request Remainder of Bid Deposit
Authorization Document	If the applicant/holder accepts the authorization, the Authorization Document will be returned signed, accepting the terms and conditions of the grant.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Fees	Receive Rental and/or Monitoring Fees or for O&C, receive Road Use Fees and Road Maintenance Fees, from the applicant/holder.	
Remainder of Bid Deposit	For Competitive Wind Energy receive Remainder of Bid Deposit from the applicant/holder.	
	The prepared, amended, or renewed Authorization Document is sent in the Case File to "Authorization."	Case File
	Send Rental and/or Monitoring Fees or Road Use Fees and Road Maintenance Fees to Accounting. For Competitive Wind Energy, send Remainder of Bid to Accounting.	Fees Remainder of Bid
Accounting Advice	Receive Accounting Advice from Accounting. Add to Case File.	
Notice of Appeal	If Notice of Appeal is filed by an Applicant/Holder, send Case File to Appeals.	Case File
	Send Case File to Docket.	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Authorization
Identifier: 1.1.2.2.7.3.3
Parent Process Name: Process Cases
Description: To issue an authorization for a right-of-way.
Policies/Procedures: None.
Constraints: None.

Input	Process	Output
Case File	Receive Case File from "Prepare Decisions and Authorizing Document." Case File includes all authorizing documents. Authorization Document is signed by the authorized officer and sent to the holder.	Authorization Document
	Send Case File to "Case Maintenance."	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Approve Wind Energy Plan of Operations
Identifier: 1.1.2.2.7.3.4
Parent Process Name:
Description: To ensure that the plan of operations complies with the terms and conditions required in the authorization document.

Policies/Procedures: None.

Constraints: None.

Input	Process	Output
Proposed Comprehensive Plan of Operations (CPO)	Receive the Proposed Comprehensive Plan of Operations from the holder.	
Case File	Receive Case File from Docket. Review the CPO to determine if it complies with the terms and conditions of the Authorization Document. If the CPO is not in compliance, Request Additional/Revised CPO Information from the holder.	Request Additional/Revised CPO Information
Additional/Revised CPO Information	Receive and review Additional/Revised CPO Information from the holder to determine if it complies with the terms and conditions of the grant.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	When the CPO is determined to be in compliance, calculate the amount for the bond to secure obligations imposed by the authorization document. Send ROW Bond Notice to Bond/Surety System.	ROW Bond Notice
Bond & Surety Notice	Receive Bond & Surety Notice from "Bond and Surety." If bond is unacceptable, send Case File to "Disposition of Terminations." If Bond is acceptable and the CPO is approved, send Approved CPO and Notice to Proceed to holder. Send Case File to Docket.	Case File Approved CPO Notice to Proceed Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Monitor Compliance
Identifier: 1.1.2.2.7.3.5.1
Parent Process Name: Administration of Rights
Description: To ensure compliance with the terms and conditions of the authorization document.
Policies/Procedures: None.
Constraints: None.

Input	Process	Output
Case File	Receive Case File from Docket.	
Plan of Development (POD)	Receive Plan of Development from holder if required. Conduct pre-construction conference if specified in the authorization document to ensure that the holder and contractor understand the terms and conditions, and to discuss and approve, if required, the POD. Issue Notice to Proceed and send Approved POD to holder if applicable.	Notice to Proceed Approved POD
	Send Case File to Docket.	Case File ->
Case File Notice of Construction	Receive Case File from "Case Maintenance" through Docket, or if a Notice of Construction is received from the Holder, receive Case File from Docket. This initiates the Compliance action. Perform site inspection. If in compliance, annotate Case File with Compliance Report.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If in noncompliance, prepare noncompliance report and issue Compliance Failure Notice to holder.	Compliance Failure Notice
Notice of Corrective Action	Receive Notice of Corrective Action from the holder. Perform inspection to verify compliance. If in compliance, annotate Case File with Compliance Report.	
	If in noncompliance, and holder does not respond to Compliance Failure Notice, or continued noncompliance is verified, prepare Noncompliance Report, add it to the Case File. Send Termination Request and Case File to "Disposition of Terminations."	Case File Termination Request
	If any site inspection reveals that environmental hazards or public health and safety are at risk, issue a Stop Work Order to the holder to suspend activities temporarily.	Stop Work Order
Request for Permission to Resume Activities	Receive Request for Permission to Resume Activities from Holder. Perform site inspection. If problem is resolved, issue Resume Work Order to the holder.	Resume Work Order
	If nontemporary suspension is warranted, send Case File to "Disposition of Terminations."	Case File
Certification of Construction Holder Notices	Receive a Certification of Construction or Holder Notices from the holder after construction is complete and prior to beginning operations. This procedure initiates a compliance action.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	After each compliance action, update Case Recordation/ORCA with Compliance Updates, including scheduling of next compliance.	Compliance Updates
Bond & Surety Notice	If a performance bond is required by the authorization document, action may be taken to Request to Collect on Bond to secure compliance by sending the Case File and Request to "Bond and Surety."	Request to Collect on Bond Case File
	Receive Bond & Surety Notice from "Bond and Surety." If termination is indicated, send Termination Request and Case File to "Disposition of Terminations."	Case File Termination Request
	Send Case File to Docket.	Case File
Case File	Receive Case File from "Case Maintenance." This initiates the Compliance action.	
	Perform site inspection and annotate Case File with Compliance Report. If in noncompliance, prepare a Noncompliance Report and issue Compliance Failure Notice to Holder. Follow remainder of noncompliance steps exactly as outlined on the previous page.	Compliance Failure Notice
	Send Case File to "Disposition of Rights" for appropriate action.	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If under Q&C permit & agreement (reciprocal):	
Construction Plat Road Use Info	<p>The Permittee will receive Construction Plat and Road Use Info from constructing party. The Permittee in this case could be BLM. Permittee reviews Construction Plat and Road Use Info. If Permittee approves, construction may begin.</p> <p>If Permittee does not approve proposed construction, further negotiations may take place.</p> <p>If ROW agreement allows for construction of capital improvement, construction may be started without formal approval. Road Use Info could include Capital Improvement Info which is filed in Transportation System Records.</p>	Construction Plat Road Use Info
Signed Construction Plat	Constructing party receives Signed Construction Plat from the Permittee. File approved Construction Plat in Transportation System Records.	Road Use Info
	For new road construction, if a timber sale purchaser (Licensee) cuts timber on Permittee's lands, the Timber Sale Purchaser must get a license Agreement from the Permittee. BLM Requests License Agreement from Permittee for Timber Purchaser's use of Permittee's road.	Signed Construction Plat Request License Agreement

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
License Agreement	Receive License Agreement from Permittee. License Agreement becomes part of the Timber Sale Contract. Timber Sale Purchaser executes License Agreement with Permittee.	
Road Use Info	If there are additional planned road improvements, the respective party must inform the other and agreement must be reached. Road Use Info is exchanged. Upon completion of improvement, party completing improvement notifies other party of completion and use fee info. Send Case File to Docket.	Road Use Info Road Use Fee Info Case File
Road Use Fee Info	Update Transportation System Records with Road Use Info.	Road Use Info

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Disposition of Assignments
Identifier: 1.1.2.2.7.3.5.2.1
Parent Process Name: Disposition of Rights
Description: To transfer all or part of a right-of-way interest to a third party, 43 CFR 2801.1-1(e) and 2881.1-1(g).
Policies/Procedures: None.
Constraints: None.

Input	Process	Output
Case File	Receive Case File from "ApIn. Receiving," when an assignment application request is filed. If the assignment is a partial assignment, a new Case File must be created. Send a Request to Serialize to "Serialize."	Request to Serialize
Case File	Receive Case File back from "Serialize" through Docket.	Case File
	Send Case File to "Monitor Compliance."	
	Receive Case File from "Monitor Compliance." When BLM determines an assignment is in order and all required information is received, the assignment is approved by the authorized officer. Send Assignment Decision to the assignee and assignor.	Assignment Decision
	Send Case File to "Case Maintenance."	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Disposition of Terminations
Identifier: 1.1.2.2.7.3.5.2.2
Parent Process Name: Disposition of Rights
Description: To terminate officially all or part of the holder interest in a right-of-way due to non-compliance, relinquishment, or expiration without an accompanying request for renewal.

Policies/Procedures: None.

Constraints: None.

Input	Process	Output
Case File Termination Request	Case File and Termination Request is received from "Monitor Compliance" "Case Maintenance", or Disposition of Renewals when there is a cause for a termination.	
	Send Notice of Intent to Terminate or Notice to Show Cause (Wind Energy) to the holder upon cause for intent to terminate due to expiration or noncompliance.	Notice of Intent to Terminate Notice to Show Cause
	In the case of noncompliance, give the holder an opportunity to correct the noncompliance.	
	If compliance is not achieved, a Termination Notice is sent to the holder.	Termination Notice
	If termination or non-temporary suspension is warranted for noncompliance for any MLA authorization or for an authorization that is by its terms an easement, the authorized officer shall send the Termination Notice to the holder.	Termination Notice

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Case File Administrative Law Judge Decision	Send Case File to the Office of Hearings and Appeals for a hearing before an Administrative Law Judge to determine whether such action is justified.	Case File
Relinquishment Request Case File	Receive Case File and ALJ Decision from the Administrative Law Judge and take appropriate action.	Case File
Case File	When a Relinquishment Request is received for all or part of the ROW from the holder, receive Case File from Docket and send Case File to "Monitor Compliance."	Case File
Relinquishment Accepted Decision	When Case File is received from "Monitor Compliance," a Relinquishment Accepted Decision is issued to the holder.	
Request Relinquishment	There are also situations where BLM may request that the holder relinquish the ROW if it is in the public interest to do so. In this case, send the Request Relinquishment to the holder.	
Relinquishment Letter	Receive Relinquishment Letter from the holder indicating acceptance or non-acceptance of the request for relinquishment.	Relinquishment Accepted Decision
	If the holder concurs, send a Relinquishment Accepted Decision to the holder.	Relinquishment Accepted Decision

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If the holder does not consent to the relinquishment, take appropriate action.	
	Send Case File to "Case Maintenance."	Case File
Case File	For O&C Lands: Receive Case File from "Case Maintenance." When the Permittee is finished hauling and either fees are paid or a refund is given, the Permit and Agreement are then terminated by sending a Termination Notice to the Permittee.	Termination Notice .

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name:	Dispositions of Renewals	
Identifier:	1.1.2.2.7.3.5.2.3	
Parent Process Name:	Disposition of Rights	
Description:	To renew authorization for a right-of-way upon expiration.	
Policies/Procedures:	MLA ROW grants are automatically renewed (unless otherwise agreed) upon expiration if the operation and maintenance are being conducted in accordance with the grant and regulations, 43 CFR 2881.1-1(f). FLPMA ROW renewal is dependent upon the specific terms of the grant, 43 CFR 2801-1(j). If the grant does not provide for renewal, and the holder's renewal request is denied, the holder has no right of appeal.	
Constraints:	None.	
Input	Process	Output
Case File	If the ROW is near expiration, receive Case File from "Case Maintenance."	
	Send Notice of Expiration to holder.	Notice of Expiration
	If the Holder chooses not to renew the ROW or does not respond to the Notice of Expiration, send Case File to "Dis- position of Terminations" with a Termination Request.	Case File Termination Request
Case File Request Renewal	Receive Case File and Request Renewal from "Application Receiving" if a holder is requesting a renewal.	
	Send Case File to "Monitor Compliance."	Case File
Case File	Receive Case File from "Monitor Compliance." This action indicates that the application is acceptable.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	The BLM authorizing officer signs and sends the Authorization Renewal to the holder.	Authorization Renewal
	Upon completion of renewal, send Case File to "Case Maintenance."	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Case Maintenance
Identifier: 1.1.2.2.7.3.5.3
Parent Process Name: Administration of Rights
Description: To track and coordinate post-authorization action for proper maintenance of the Case File.
Policies/Procedures: None.
Constraints: None.

Input	Process	Output
Case File	Receive Case File from "Authorization," or any of the "Disposition of Rights" processes. Input into Case Recordation/ORCA all actions taken in the above ROW processes.	Authorization Updates Renewal Updates Termination Updates Assignment Updates
	All post-authorization follow-up actions are scheduled by input into Case Recordation/ORCA or Future Action Suspense Card with Follow-up Action Dates.	Follow-up Action Dates
	Except for assignment of an entire right-of-way, send Authorization Updates, Renewal Updates, Termination Updates, and Assignment Updates to Records to update actions taken in the above ROW processes.	Authorization Updates Renewal Updates Termination Updates Assignment Updates

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	After a right-of-way has been issued and the initial rental has been received and earned, send a copy of the Accounting Advice to the Automated Lease Management System (ALMS) to set up automated billing for future rentals.	Accounting Advice
	Any subsequent actions from the ROW processes listed above will generate Rental Information Updates to ALMS.	Rental Information Updates
	Send Case File to Docket.	Case File
Pending Action Report	Receive Pending Action Report from Case Recordation/ORCA or Future Action Suspense Cards.	
Case File	Receive Case File from Docket.	
	If Monitoring Fees are due, Request Monitoring Fees from holder.	Request Monitoring Fees
Monitoring Fees	Receive Monitoring Fees from holder and send the Monitoring Fees to accounting.	Monitoring Fees
Accounting Advice	Receive Accounting Advice from Accounting. File in Case File. Send Case File to Docket.	Case File
	If compliance check is due, send Case File to "Monitor Compliance."	Case File
	If the ROW is near expiration, send Case File to "Disposition of Renewals."	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Rental Fee Information	If rental review is due, calculate Rental Fee from Rental Fee Information received from the Rental Fee Schedule and adjust Rental Fee if appropriate.	
	Send Case File to "Appraisal" if Rental Fee Schedule does not apply.	Case File
	Periodic reappraisals must be completed on all rentals to maintain FMV. If a reappraisal is due, send Case File and Appraisal Request to "Appraisal."	Case File Appraisal Request
Case File Appraisal Report	Receive Case File and Appraisal Report from "Appraisal."	
	If Rental Fee is changed by "Appraisal" or Rental Fee Schedule determination, send Notice of Rental Adjustment to holder and update ALMS with Rental Information Updates.	Notice of Rental Adjustment Rental Information Updates
	Send Case File to Docket.	Case File
Energy Production and Revenue Reports	Receive Energy Production and Revenue Reports from holder. Annually determine the amount of any royalty payment that is due on Wind Energy authorizations by analyzing the monthly Energy Production and Revenue Reports. Send Notice of Royalty Due to the holder.	Notice of Royalty Due
Royalty Fee	Receive Royalty Fee from holder and send to Accounting.	Royalty Fee
Case File	Receive Case File from Docket.	
Accounting Advice	Receive Accounting Advice from Accounting. File in Case File.	--

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Send Case File to Docket.	Case File
Notice of Nonpayment	ALMS advises Case Maintenance if there is nonpayment of rental with a Notice of Nonpayment. Send Notice of Nonpayment to holder to make payment.	Notice of Nonpayment
Rental Fee	Receive Rental Fee from holder and send to Accounting.	Rental Fee
Case File	Receive Case File from Docket.	
Accounting Advice	Receive Accounting Advice from Accounting and file in Case File. Input Rental Information Updates into ALMS.	Rental Information Updates
	Send Case File to Docket.	Case File
Case File	If payment is not made, receive Case File from Docket and send Case File and Termination Request to "Disposition of Termination."	Case File Termination Request
	Input into Case Recordation/ORCA with Fees Updates all actions taken on the above actions.	
Certification of Quantity of Material Hauled Case File	For O&C Lands: Receive Certification of Quantity of Material Hauled from Permittee (Holder). Receive Case File from Docket.	Fees Updates

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If volume of material hauled is greater than or less than originally estimated, send Billing or Refund Info to Accounting.	Billing or Refund Info
Accounting Advice	Receive Accounting Advice from Accounting File in Case File. Send Case File to "Disposition of Terminations."	Case File
Road Use Report Case File Road Use Fees Road Maint. Fees	Receive Case File from Docket. Receive Road Use Report from Permittee. From Road Use Report and Transportation System Records, determine Road Use Fees and Road Maintenance Fees due.	
	Send Request for Road Use & Maint. Fees to Permittees.	Request for Road Use Fees & Road Maintenance Fees
Road Use Fees Road Maintenance Fees	Receive Fees from Permittee.	
	Send fees to Accounting (may involve swapping deficit shares in the Transportation System Records). Receive Accounting Advice from Accounting and file in Case File.	Road Use Fees Road Maintenance Fees
Accounting Advice	Update Transportation System Records with Road Use Fee Info and Road Maintenance Fee Info.	Road Use Fee Info Road Maintenance Fee Info
	Send Case File to Docket.	Case File

CHAPTER 5

DATA DICTIONARY AND CROSS REFERENCE LIST

The data dictionary lists all data flows defined on the DFDs in alphabetic order by name. The information included for each entry in the dictionary includes:

1. data name;
2. mnemonic or abbreviation, as necessary;
3. description of uses and characteristics;
4. data type (i.e. set, record, data aggregate, element);
5. security considerations for both retrieval and update; and
6. definition (used primarily for composite data).

The cross reference list at the end of the chapter lists those data dictionary entries that have mnemonics or abbreviations with their actual name. This list may be used to quickly find a data flow in the dictionary when it is referenced on the DFD only by its mnemonic.

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Accounting Advice
Abbreviation	Acctg Advice
Description	Paper documentation from 'Accounting' to show any money/fees that were collected and dispersed in the proper accounting code. Also used to establish the Automated Lease Management System (ALMS) records for automated billing of future rentals.
Data Type	Record
Ability to View	Internal BLM until grant is signed
Ability to Update	Updated and used by BLM personnel
Definition	\$monies received + \$monies earned + \$serial number + \$name and address + (\$Rental Information: \$Case Type + \$County Code + \$Fund Symbol + \$Rental Amount + \$Rental Due Date + \$Billing Cycle)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Additional Application Information
Abbreviation	Addl Apln Info
Description	Information which was not submitted with the application and is needed in order to process the application.
Data Type	element(s)
Ability to View	Internal BLM until grant is signed
Ability to Update	Used by BLM personnel
Definition	See 'Application' for content of application

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Additional/Revised Comprehensive Plan of Operations Info
Abbreviation	Addl/Rev CPO Info
Description	If the CPO does not contain enough information or wrong information to meet all the terms and conditions of the grant, then revised and/or additional information is needed for the CPO to be complete.
Data Type	Element(s)
Ability to View	None
Ability to Update	Used by BLM personnel
Definition	See Approved Comprehensive Plan of Operations

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Administrative Law Judge Decision
Abbreviation	ALJ Decision
Description	A decision rendered by an Administrative Law Judge as to whether a termination or long term suspension of a right-of-way is justified.
Data Type	Record
Ability to View	None
Ability to Update	Used by BLM personnel
Definition	Legal Opinion

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Amended Application
Abbreviation	Amended Apln
Description	When the original application has to be changed for any reason, usually relating to the proposed action, an amended application is submitted. Changes may be minor and can be addressed in a letter. Other more significant changes will need plats showing location and other information.
Data Type	Record
Ability to View	Internal BLM until approved
Ability to Update	Use by BLM personnel
Definition	See application

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Appeal Decision
Abbreviation	Appeal Dec
Description	A decision by the Interior Board of Land Appeals (IBLA) on an appeal filed by an adversely affected party. (See Notice of Appeal)
Data Type	Record
Ability to View	None
Ability to Update	
Definition	[\$affirmed \$Voided \$Remanded \$Reversed]

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Application
Abbreviation	Apln
Description	A formal request for a right-of-way which includes Form 299 and related supporting data.
Data Type	Record
Ability to View	Internal BLM until authorized
Ability to Update	Used by BLM personnel
Definition	\$Form 299 + [\$topographic maps \$Survey maps \$transportation system maps] + \$description of proposed project + \$special requirements or consideration from the applicant + \$Proof of Citizenship + \$Corporation documents + (plan of development)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Application Fee
Abbreviation	Apln Fee
Description	The amount of payment required in connection with the processing of an application (Includes application for assignments, amendments and renewals).
Data Type	Element
Ability to View	Accounting Security Practices
Ability to Update	N/A
Definition	\$Money

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Application Information
Abbreviation	Apln Info
Description	Information relating to the filing of an application such as procedures.
Data Type	Record
Ability to View	All
Ability to Update	Public Information
Definition	See application

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Application Receiving Updates
Abbreviation	ApIn Rec Updates
Description	Data relating to an application being received that warrants the information being put into Case Recordation/ORCA. This update relates to applications other than the original, such as applications for assignments or amendments.
Data Type	Record
Ability to View	None
Ability to Update	N/A
Definition	[\$amendment data \$assignment data]

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Application Withdrawn/Case Closed Decision
Abbreviation	Apln Wdn/Case Closed
Description	A decision document accepting in writing by the authorized officer the withdrawal of an application by the Holder and closing the case.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	[\$Serial Number + Applicant's Name and Address + (\$refund due) + \$location data + \$statement accepting withdrawal

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Appraisal Report
Abbreviation	Appraisal Rpt
Description	A document supporting fair market value (FMV) determination, which is used in determining sale price or rental fees. O&C roads are appraised as defined in 43 CFR 2812.5.2(b), not by FMV rules. In this set of documents, Appraisals are addressed under the internal entity "Resource Evaluation."
Data Type	Record
Ability to View	None
Ability to Update	BLM personnel
Definition	\$application info (length + width or site dimensions) + \$location data + \$case type + \$comparison values + \$Fair Market Value (FMV)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Appraisal Request
Abbreviation	Appraisal Req
Description	BLM internal document requesting that a Fair market value determination by an appraiser for the land and type of rights involved in the proposed action. In this set of documents, Appraisals are addressed under the internal entity "Resource Evaluation."
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$application info (length & width or site dimensions + \$location data + \$Case type + \$term of ROW

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Approved Comprehensive Plan of Operations
Abbreviation	Approved CPO
Description	An approved detailed plan of the proposed turbines, transmission system, roads, and other facilities in a wind park. The plan includes a site specific EA and specifications for construction and operation of the wind park.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	Comprehensive Plan of Operations

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Approved Plan of Development
Abbreviation	Approved POD
Description	A plan of development that has been approved by the BLM Authorized Officer.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	See Plan of Development

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Assignment Decision
Abbreviation	Assignment Dec
Description	The decision by the BLM accepting the transfer of a holder's right in a grant to another party.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and address of assignor and assignee + \$Rights being assigned + \$effective date of assignment

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Assignment Updates
Abbreviation	Assignment Updates
Description	Updates to Case Recordation/ORCA and Land Status Records generated by the Processing of an assignment. Land Status Records are updated only if the assignment involved was for only part of the right-of-way and a new case is established.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel, public information
Definition	[\$Serial Number(s) + \$Name and Address of assignor and assignee + \$Date of Action + \$Action Code + \$effective date + (action or general remarks) \$Map + \$serial number(s) + \$effective date]

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Authorization Document
Abbreviation	Auth Document
Description	A document used to authorize a Right-of-Way which is signed by the BLM authorizing officer. The authorization depending on the case type will be a Right-of-Way Grant, Right-of-Way Reservation (Federal Agencies), Letter of Consent (Fed Aid to Highways), Temporary Use Permit, O&C Permit & Agreement.
Data Type	Record
Ability to View	All
Ability to Update	Public Information
Definition	\$Serial Number + \$Case Type + \$Name & address of authorized User + \$Use being authorized + [length & width of linear ROW \$Site dimensions] + Acres + \$Term & Conditions + \$Stipulations + term (timeframe) + (rental fees and \$term of rental)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Authorization Renewal
Abbreviation	Auth Renewal
Description	The document authorizing a right-of-way to be extended past the original expiration date.
Data Type	Record
Ability to View	All

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Bid Deposit Refund Notice
Abbreviation	Bid Dep Ref Not
Description	A notice that the bid deposits will be refunded to the unsuccessful bidders. This will be part of the successful bidder notice which is sent to all bidders.
Data Type	Decision
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Refund Statement

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Billing or Refund Information
Abbreviation	Bill or Ref Info
Description	Memo to tell accounting that the holder is due a refund for Road Use Fees and Road Maintenance Fees which were paid in advance or a bill should be sent for the fees above those paid in advance.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$O&C Serial Number + \$Name and Address of Permittee + [\$amount to be refunded \$amount due]

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Bond and Surety Notice
Abbreviation	B & S Notice
Description	Notification from the Bond/Surety System that an action has been taken on the bond.
Data Type	Data Flow
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	[\$bond acceptable \$bond unacceptable] + \$collection on bond

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Case Files
Abbreviation	CF
Description	A serialized folder that contains all necessary information to process an application and administer the authorization. The serialization may be the State office number system or, in the case of O&C roads, a district number system.
Data Type	Set
Ability to View	All
Ability to Update	BLM personnel until authorized, public info after authorizat
Definition	Application + \$Maps + \$Master Title Plats + [Land Report O&C Resource Analysis + [\$Categorical Exclusion Environmental Assessment Environmental Statement] + Appraisal Report (if required) + Accounting Advice(s) + authorization documents + \$Compliance Report + Authorization Renewal + assignment decision + relinquishment accepted deci

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Certificate of Construction
Abbreviation	Cert of Constr
Description	A document certifying that construction has been completed and the Holder is ready to commence operation. Required for rights-of-way authorized under the Mineral Leasing Act of 1920.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and address of Holder + \$Date of Completion of Construction

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Certification of Quantity of Material Hauled
Abbreviation	Cert of Quant Hauled
Description	At the time the permit was applied for the applicant estimated the amount of timber to be hauled. When the hauling is completed, the O&C Road permittee is required to certify the amount of timber actually hauled under the permit. This report will be used to determine if the permittee is due a refund or should be billed for an additional amount.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$O&C Serial Number + \$Name and Address of Permittee + \$Amount of Timber Hauled

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Comments
Abbreviation	Comments
Description	Comments on a proposed action to the BLM from the Holder, public, government agencies.
Data Type	
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	Comments

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Compliance Failure Notice
Abbreviation	Compliance Fail Not
Description	A notice to the right-of-way holder stating that the right-of-way is not in compliance with the terms and conditions of right-of-way. It may also state the corrective action that is needed to bring the right-of-way into compliance.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and address of Holder + \$reasons for noncompliance + \$(corrective action needed)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Compliance Updates
Abbreviation	Compliance Updates
Description	Updates to Case Recordation/ORCA which are generated during the monitoring compliance process.
Data Type	Record
Ability to View	All
Ability to Update	Public Information
Definition	\$Serial number + \$date of action + \$action code + (general or action remarks)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Concurrence on Application
Abbreviation	Concur on apin
Description	Congressional Committees agree with the proposed action applied for under the Mineral Leasing Act of 1920.
Data Type	Element
Ability to View	All
Ability to Update	N/A
Definition	No Action

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Construction Plats
Abbreviation	Constr Plats
Description	An engineer drawing of a proposed road (or road facility) to be constructed. Construction plats are evidence of either party exercising their rights under the terms of the respective permit or agreement, and thereby establishing rights of the constructing/controlling party, which is the basis for amortization and road control.
Data Type	Records
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Map

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Disqualified Bidder Information
Abbreviation	Disq Bid Info
Description	Information on apparent high bidder in a competitive bidding process that disqualifies him from holding a right-of-way and disqualifies him from being declared the successful bidder.
Data Type	Data Flow
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Name & Address of applicant/bidder + \$reasons for disqualification

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Disqualified Bidder Notice
Abbreviation	Disq Bid Not
Description	A notice sent to the apparent high bidder if he is not qualified to hold a right-of-way (wind energy).
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Name and address of bid + \$Serial number of parcel + reasons for disqualification

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Energy Production and Revenue Reports
Abbreviation	Ene Prod & Rev Rpts
Description	Reports submitted by the Wind Energy Right-of-Way Holder that documents the monthly production of power and revenues generated from the sale of that power.
Data Type	Set
Ability to View	None has been requested by holder
Ability to Update	Used by BLM personnel
Definition	\$Energy production (units) + \$Revenue (Dollars) + \$name of ROW holder

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Estimated Processing Fee
Abbreviation	Est Processing Fee
Description	The estimated cost of processing an application which the applicant will need to submit before any work can actually be done on the application. The estimate may be done before or upon receipt of an application.
Data Type	Element
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Name & address of proponent/applicant + [\$cost recovery category \$fee schedule] + \$amount of cost + (serial number)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Fees Updates
Abbreviation	Fees Updates
Description	Updates to Case Recordation/ORCA or Transportation System Records (O&C Roads) generated as a result of the billing and receiving of fees.
Data Type	Record
Ability to View	All
Ability to Update	N/A
Definition	[Rental Fees + Monitoring Fees + (Royalty Fees (Wind Energy Only)) Road Use Fees + Road Maintenance Fees]

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Fifty One Zero One Account Report
Abbreviation	5101 Acct Rpt
Description	A report containing information pertaining to a 5101 Project Account. The information is used to track the expenditures that the government has incurred during the processing of an application or monitoring a right-of-way. Also, used to monitor when more money is needed to be deposited in the account by the applicant/holder.
Data Type	Record
Ability to View	
Ability to Update	Used by BLM personnel
Definition	Project Number + \$Work Month Costs + \$Materials Costs

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Follow-up Action Updates
Abbreviation	Fol-up Act Updates
Description	Upon authorization and when otherwise appropriate, a subsequent action which needs to be taken at a later date is either entered in Case Recordation/ORCA or written on a Future Action Suspense Card.
Data Type	Record
Ability to View	All
Ability to Update	N/A
Definition	\$Compliance Check + \$Rental Review + \$Expiration Date + \$Other actions

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Future Action Suspense Card
Abbreviation	Fut Act Susp Card
Description	A date reminder system used to identify cases on which an action needs to be taken.
Data Type	Data Store
Ability to View	All
Ability to Update	N/A
Definition	\$Serial Number + \$Date of Future Action + \$Action needed

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	High Bid Information
Abbreviation	High Bid Info
Description	Information regarding the highest bidder that is used to determine if he is the successful bidder by being qualified to hold a right-of-way.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Name & Address of apparent high bidder + \$Bidder Age, + \$Citizenship + \$Qualification to do business in State

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Holder Notices
Abbreviation	Holder Notices
Description	Notices or information received from the holder.
Data Type	Record(s)
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	[\$Final Survey Maps \$Notice of Well Status + \$Charge of Use requests (additional wells) + \$Notice of Reclamation (status or schedule)]

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Land Description
Abbreviation	LD
Description	Description of a parcel of land by township and range or by geographic location which is to be considered for a competitive wind energy right-of-way.
Data Type	Element(s)
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	[Land Descriptions/Geographic Descriptions]

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Land Report or O&C Resource Analysis
Abbreviation	Ld Rpt/O&C Res Anal
Description	A document describing the physical characteristics, environmental, social, political and economic concerns of relating to the proposed action.
Data Type	Set
Ability to View	Public Info when authorization issued or doc made available
Ability to Update	Used by BLM personnel, public info
Definition	\$NEPA document + \$Physical Characteristics + \$Planning Information + \$Managers Decision

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Land Status Information
Abbreviation	Land Status Info
Description	Information identifying the ownership and availability of the lands for use under the public land laws. A copy of the Master Title Plat may be placed in the case file.
Data Type	Record
Ability to View	Public Information
Ability to Update	Public Information
Definition	\$Ownership of Land + \$Surface Management Agency + \$Location of Other ROWs

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Legal Description of Proposed Parcel
Abbreviation	LD of Prop Parcel
Description	The official description of a parcel of land by township, range, section, aliquot part or other subdivision or by metes and bounds, if applicable. Used with Wind Energy.
Data Type	Element
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Legal Description

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Letter of Intent
Abbreviation	Letter of Intent
Description	If a proposed right-of-way is estimated to cost in excess of \$5,000 to process, the proponent may submit a letter of intent to file an application prior to the actual submission of the formal application. This letter is used as a basis to establish a 5101 project account.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Name and Address of Proponent + \$Description of Proposed ApIn

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	License Agreements
Abbreviation	License Agreements
Description	A contract between a United States forest products purchaser (licensee) and the permittee, spelling out the terms and conditions of the purchaser's use of the permittee roads and lands.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	Road Use Fee + \$Method of Maintenance + \$Amounts of Bond + \$terms + conditions

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Mining Claim Information
Abbreviation	Mining Claim Info
Description	Information concerning mining claims used to determine whether there is a mining claim existing on the land on which a proposed action is to take place. This information may be available directly from the terminal or a copy of the microfiche of mining claim information.
Data Type	Set
Ability to View	All
Ability to Update	Public Information
Definition	\$Mining Claimants + \$Mining Claim Name + \$Mining Claim Location + \$Serial Number

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Monitoring Fees
Abbreviation	Monitoring Fees
Description	Any fees required by 43 CFR 2800 that are designed to cover the costs of monitoring construction and/or operations.
Data Type	Element
Ability to View	Accounting Security Procedures
Ability to Update	N/A
Definition	\$Money

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Non-BLM Approvals
Abbreviation	Non-BLM Approvals
Description	An approval, permit or license which the holder must receive from another entity before the BLM will authorize the proposed right-of-way.
Data Type	Records
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	[\$State Oil & Gas Commission for saltwater disposal wells \$403 Permit from US Army Corps of Engineers for buried ROWs under a navigable body of water \$Permit from BOR for crossing above a navigable body of water \$Others]

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice of Appeal
Abbreviation	Notice of Appeal
Description	A copy of the request by an affected party for a review of a BLM decision by the Interior Board of Land Appeals (IBLA). Initiates appeal process and case file is sent to IBLA.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	Appeal & reasons for appeal

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice of Construction
Abbreviation	Notice of Constr
Description	A notice submitted by the Right-of-Way Holder that construction is to begin on a particular date.
Data Type	Element
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Name and Address of Holder + \$Serial Number + \$date construction to begin

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice of Corrective Action
Abbreviation	Notice of Cor Act
Description	A notice submitted by the holder indicating that the corrective action needed to bring the right-of-way into compliance has been completed.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name of Holder + \$Action taken + \$date completed

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice of Expiration
Abbreviation	Notice of Exp
Description	A written notification to the holder that the right-of-way is nearing the expiration dates.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Holder + \$Date Authorization will expire + \$procedures for renewal of authorization

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice of First Quarter Deposit Required
Abbreviation	Notice 1st Qtr Dep
Description	A request to the applicant for the first three months cost reimbursement to be paid to the BLM. This is used in cases that are a 5101 Project.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Name and address of applicant + \$amount of money required + (\$serial number) + \$explanation of how costs were calculated

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice of Intent to Grant ROW
Abbreviation	Notice int grant ROW
Description	A notice given to the Congressional Committees (House Committee on Interior and Insular Affairs and Senate Committee on Energy and National Resources) that a Mineral Leasing Act Oil/Gas Pipeline ROW 24 inches or more in diameter is ready to be authorized. This notice starts a 60-day waiting period before the authorization can be issued.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name of Applicant + \$Draft Authorization Document

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice of Intent to Terminate
Abbreviation	Notice Int to Term
Description	A notice given to ROW holder that the right-of-way will be terminated due to noncompliance with the terms and conditions of the ROW authorization. This notice does give the holder another chance to bring the ROW into compliance and avert termination of the authorization.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and address of holder + \$reason for potential termination

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice of Nonpayment
Abbreviation	Notice of Nonpayment
Description	A notification from the Automated Lease Management System (ALMS) that a rental payment is overdue. Also, a notice sent to Holder as a request for the overdue payment.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and address of holder + \$date payment was originally due + \$amount of payment due

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice of Rental Adjustment
Abbreviation	Notice of Rent Adj
Description	A review of the rentals required for rights-of-way is directed by BLM policy to be done every 5 years. If the rental changes as a result of this review, the Notice of Rental Adjustment is sent to inform the holder of the upcoming rental change.
Data Type	Record
Ability to View	all
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and address of holder + \$Amount of Adjusted Rental

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice of Royalty Due
Abbreviation	Notice Roy Due
Description	A notice to the holder notifying him that royalty is due for Wind Energy ROWs.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and address of holder + \$Amount of Royalty Due

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice of Subsequent Payment Due
Abbreviation	Notice Sub Pay Due
Description	After a 5101 Account has been established, a notice is sent to the applicant/holder for an additional quarterly payment to cover the cost of processing an application or monitoring the authorization. This amount is based on an estimate of what the costs to the government will be for the next 3 months.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Project Number + \$Name and Address of Applicant/Holder + \$amount of payment due

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice to Proceed
Abbreviation	Notice to Proceed
Description	A notice issued to the holder authorizing him to proceed with activities mentioned in the Notice. The notice is used if the grant has required that a plan of development detailing the construction, operation, rehabilitation and/or an environmental protection plan be submitted and approved prior to any construction activity. This notice is also used in Wind Energy as a result of approving the CPO.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Holder + \$date when construction or operations can proceed

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notice to Show Cause
Abbreviation	Notice Show Cause
Description	A form of notice of intent to terminate used in Wind Energy ROW which is sent to holder with the reasons that the grant is held for termination.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Holder + \$reason for potential termination

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Offer of Authorization Decision
Abbreviation	Offer Auth Dec
Description	A document signed by the appropriate official requesting, in writing, concurrence with the terms and conditions of the proposed grant.
Data Type	Set
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	Offer of authorization decision + authorization documents + \$Stipulations + Request Fees

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Pending Action Report
Abbreviation	Pending Act Rpt
Description	A report of actions that need to be taken during a particular time frame. This report is either extracted from Case Recordation/ORCA or from the Future Action Suspense Cards. The Future Action Suspense Cards are being used less and less due to Case Recordation/ORCA. The report identifies action that needs to be taken by the different processes within Administration of Rights.
Data Type	Set
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	[\$Compliance Check due \$Rental Review Due \$expiration of authorization date \$monitoring due]

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Plan of Development
Abbreviation	POD
Description	When required, a plan that comprises a complete description and design for the proposed project. The plan may be part of the authorization or required by the authorization and can include sections on the construction, maintenance, operation and termination of the right-of-way.
Data Type	Set
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Proposed Plan + \$Specifications + \$construction methods to be used + \$construction schedules + \$restoration practices + \$abandonment procedures

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Planning Document
Abbreviation	Planning Doc
Description	A document containing information about area-wide land use plans. May also include resource specific plans such as wildlife, recreation, cultural, etc.
Data Type	Data File
Ability to View	All
Ability to Update	Public Information
Definition	[\$Resource Management Plan (RMP) + (\$Management Framework Plan (MFP) + (\$Unit Resource Analysis (URA)))]

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Planning Information
Abbreviation	Planning Info
Description	Any information derived from the planning documents used in Proposal Review.
Data Type	Element(s)
Ability to View	All
Ability to Update	Public Information
Definition	\$Information

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Project Number
Abbreviation	Proj
Description	A number given by the State Office Accounting Section to a 5101 Project for use in tracking the costs to the government of processing an application or monitoring an authorization.
Data Type	Element
Ability to View	All
Ability to Update	N/A
Definition	Project Number

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Proposal
Abbreviation	Proposal
Description	A description of a project that a ROW proponent wants the right to construct, operate and maintain. May be formal or informal conversation between proponent and BLM.
Data Type	Data Set
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$proposed action description + \$legal description + \$time frame needed + \$(maps) + \$other pertinent data

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Proposal Information
Abbreviation	Proposal Info
Description	Any information pertaining to or describing a proposed ROW.
Data Type	Data File
Ability to View	Not available to public
Ability to Update	Used by BLM personnel
Definition	\$proposed action description + \$legal description + \$(maps) + \$time frame needed + land status information + resource information + (\$estimated processing fees) + other pertinent data

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Proposed Comprehensive Plan of Operations
Abbreviation	Proposed CPO
Description	A detailed proposed plan describing the location and type of turbines, transmission system, roads, and other facilities in a wind park. The plan includes a site specific EA and specifications for construction and operation.
Data Type	Data File
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Holder + \$description of construction methods + \$construction schedule + \$description of what equipment is to be used

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Public Interest (W.E.)
Abbreviation	Public Int
Description	Members of the public make requests to BLM to make available parcels of land for competitive wind energy development.
Data Type	Data Flow
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	Land description (or geographic location)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Public Notice
Abbreviation	Public Notice
Description	A notification to the public which is published in the Federal Register and/or newspaper. Used specifically for Mineral Leasing Act Oil & Gas Pipelines 24 inches or greater in diameter.
Data Type	Record
Ability to View	All
Ability to Update	Public Information
Definition	\$Serial Number + \$Name of applicant + \$proposed right-of-way description + \$legal description

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Rejection Decision
Abbreviation	Rej Dec
Description	A written document rejecting the applicant/holder's request for a right-of-way. The decision is appealable.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Applicant + \$reasons for rejection + \$copy of appeal procedures

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Additional Application Information
Abbreviation	Req Addl Apln Info
Description	BLM solicits additional information from the applicant/holder as required to process an application. See application for types of information requested.
Data Type	Record
Ability to View	All
Ability to Update	Updates by BLM personnel
Definition	See Application

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Additional/Revised CPO Information
Abbreviation	Req Add/Rev CPO Info
Description	If the CPO does not contain enough info or wrong information to meet the terms and conditions of the ROW, then BLM must request from the holder revised and/or additional information for the CPO to be in compliance.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM Personnel
Definition	See Approved Comprehensive Plan of Operations

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Amended Application
Abbreviation	Req Amended Apln
Description	Solicitation to the Applicant/Holder from BLM to submit an amendment to their application. Also used to request another process to do the actual requesting of the amendment.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM Personnel
Definition	See Application

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Application
Abbreviation	Req Apln
Description	A request to the successful bidder in a competitive Wind Energy ROW sale to submit an application. This request is made as part of the successful bidder notice.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM Personnel
Definition	See Successful Bidder Notice

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Application Information
Abbreviation	Req Apln Info
Description	A proponent's request for information from the BLM concerning the procedures to submit an application for a right-of-way.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	See Application Information

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Concurrence
Abbreviation	Req Concur
Description	A request to the Congressional Committees (House Committee on Interior and Insular Affairs and Senate Committee on Energy and Natural Resources) asking for concurrence on a right-of-way application under the Mineral Leasing Act of 1920 for an Oil and Gas Pipeline, 24 inches or greater in diameter.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Letter + application + (\$other pertinent info)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Fee
Abbreviation	Req Fee
Description	A request or bill for fees due to the government as a result of authorizing use of public lands. This request may be made part of the authorization document that is offered to the applicant or a separate document sent with the offer. The request can be for rental, monitoring, road use (O&C) or road maintenance fees (O&C).
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address + \$type of fee + \$amount of Fee

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Land Description
Abbreviation	Req LD
Description	A request sent to interested public for them to send the land or geographic description of land they want to have included for consideration in a Competitive Wind Energy ROW Sale.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Name and Address + \$Request for Land Description of area of interest

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Land Report or O&C Resource Analysis
Abbreviation	Req Ld Rpt/Res Anal
Description	An internal request for the land report or O&C resources analysis to be completed. This includes the land report, NEPA documentation.
Data Type	Data Flow
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	See Land Report or O&C Resource Analysis

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request License Agreement
Abbreviation	Req Lic Agreement
Description	A request by BLM to the O&C Road permittee for the timber purchaser's use of the permittees road.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	See License Agreement

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Monitoring Fees
Abbreviation	Req Monitoring Fees
Description	If monitoring Fees were not paid at the time of the authorization, request the fees required for the monitoring phase. FLPMA ROWs do not require these fees to be paid prior to authorization. There is a 60-day period in which to pay these fees.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Holder + \$Amount of Fees

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Non-BLM Approvals
Abbreviation	Req Non-BLM Approval
Description	A request sent to the applicant by BLM requiring that the applicant submit any appropriate non-BLM approvals before the Right-of-Way will be authorized.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Applicant/Holder + \$Type of Non-BLM Approval needed

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Permission to Resume Activities
Abbreviation	Req Per to Res Act
Description	After the Holder has had construction or operations suspended for whatever reason, and the deficiencies causing suspension have been corrected, the holder may make a request to the BLM for permission to resume construction or operations.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Holder + \$Statement that deficiencies have been corrected + \$date deficiencies were corrected

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Refund
Abbreviation	Req Refund
Description	Document directing the refund of monies by Accounting to the Applicant/Holder. Accounting Advice is used to identify the amount to be refunded.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Applicant/Holder + \$Amount of Refund + \$Fund Symbol of Account money is being refunded from

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Relinquishment
Abbreviation	Req Relinq
Description	A request by the BLM to a holder requesting that the right-of-way be relinquished.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Holder + \$Reason why BLM is requesting relinquishment

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Remainder of Bid
Abbreviation	Req Remainder of Bid
Description	When the Wind Energy Authorization is offered to the applicant, a request for the remainder of the Bid is part of the Offer of Authorization Decision.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM Personnel
Definition	\$Serial Number + \$Name and Address of Applicant/Bidder + \$Remainder of Bid Amount

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Renewal
Abbreviation	Req Renewal
Description	Request Resource Information he holder, to renew an existing right-of-way authorization which has expired or will expire in the near future.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Holder + \$Request for renewal of Authorization

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Resource Information
Abbreviation	Req Resource Info
Description	A request for information from other BLM units pertaining to resources involved in a ROW proposal/application.
Data Type	Data Flow
Ability to View	N/A
Ability to Update	N/A
Definition	\$Type of Resource info needed + \$Land Description of Proposed Action

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Road Use or Maintenance Fees
Abbreviation	Req Rd Use ofMainFee
Description	A request by BLM to the O&C right-of-way permittee for fees relating to the use or maintenance of a road.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$District Serial Number + \$Name and Address of Permittee + \$type of fees + \$amount of fees

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request Surface Management Agency Information
Abbreviation	Req SMA Info
Description	A request to another Surface Management Agency (SMA) to comment on the anticipated effects of the proposed right-of-way.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	See Surface Mgmt Agency Report

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request to Collect on Bond
Abbreviation	Req Collect Bond
Description	A request from Rights-of-Way to Bond & Surety System process to begin the proceedings to collect money covered by a bond to correct a problem with or rehabilitate the right-of-way.
Data Type	Data Flow
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number of ROW + \$Bond Number + \$amount of money required from bond + \$reasons for collecting bond

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request to Establish 5101 Account
Abbreviation	Req to Est 5101 Acct
Description	For any ROW applications that are expected to exceed \$5,000 to process all Wind Energy ROWs, a request is made to the State Office Accounting Office to set up a 5101 account to be used for tracking the costs incurred by BLM during the processing and administration of a right-of-way. The initial request may be by telephone with a memo to follow.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Applicant + \$estimate of costs

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request to Serialize
Abbreviation	Req to Serialize
Description	For Competitive Wind Energy ROWs, after management makes the decision to offer parcels for sale, a request is made to serialize the parcels to be offered. If a partial assignment request is received in "Disposition of Assignments," a new case must be established and a Request to Serialize is sent back to "Serialize."
Data Type	Data Flow
Ability to View	N/A
Ability to Update	N/A
Definition	Legal Description of Proposed Parcel

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request to Withdraw Application
Abbreviation	Req to w/draw apln
Description	A request in writing by the applicant to withdraw the application. The applicant desires that no further processing be done on the application.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Applicant + \$reasons for withdrawing the application

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Resource Information
Abbreviation	Resource Info
Description	Information pertaining to the resources involved in the ROW proposal.
Data Type	Set
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Information

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Resume Work Order
Abbreviation	Resume Work Order
Description	Permission from BLM to resume construction activities or operation after the right-of-way has been brought back into compliance by the holder.
Data Type	Record
Ability to View	None
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Holder + \$Date the construction or operation can resume

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Right-of-Way Bond Notice
Abbreviation	ROW Bond Notice
Description	A notice to Bond & Surety System to request a bond from the ROW applicant/holder.
Data Type	Record
Ability to View	None
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Principal + \$action taken

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Right-of-Way Information
Abbreviation	ROW info
Description	Information relating to a proposed right-of-way that is sent to or received from other entities.
Data Type	Data Sets
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Information

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Road Maintenance Fees
Abbreviation	Road Maint Fees
Description	Fees which are charged to the user of an O&C road that will be used for the repair and maintenance of the road.
Data Type	Element
Ability to View	Accounting Security Procedures
Ability to Update	N/A
Definition	Money

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Road Maintenance Fees Information
Abbreviation	Road Maint Fee Info
Description	Information relating to road maintenance Fees used to update Transportation System Records.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Information relating to road maintenance Fees

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Road Records Information
Abbreviation	Road Records Info
Description	A system of records containing information on road control, construction and improvement history, an amortization record of road use and a maintenance record. Basically, a historical and financial record of the roads for O&C roads.
Data Type	Records
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Road Amortization and fee info + \$road maintenance info + \$checklist + \$journal vouchers + \$(road replacement cost summary \$road appraisal summary) + \$detailed road replacement costs + \$tributary area calculations + \$Map + narrative history

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Road Use Fees
Abbreviation	Road Use Fees
Description	A charge for using a BLM road based on the relational value of the road and the volume of commercial timber to be hauled over the road.
Data Type	Element
Ability to View	Accounting Security Procedures
Ability to Update	N/A
Definition	\$Money

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Road Use Fees Information
Abbreviation	Road Use Fee Info
Description	Information relating to the amortization rate or fee charged to use a road. Such fees are based on a statewide average fee or a specific unit area. Such information includes: road replacement costs and/or capital expenditures, merchandisable timber tributary to the road and an interest allowance. Notice of Road Use (Form OSO A113-15) will contain some of the road use fee info.
Data Type	Records
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Information relating to road use fees

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Road Use Information
Abbreviation	Road Use Info
Description	Any information used or required to process an O&C road right-of-way.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Capital Improvement on road info + Road Maintenance Fees Info + \$Road replacement value appraisal report + \$Preconstruction/use meeting info + \$Other information pertaining to road use + road use fee info + \$Reciprocal Rights info + \$Transportation System Maps Info + Road Records info + \$Specifications + \$Time of placement + \$Estim

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Road Use Report
Abbreviation	Road Use Rpt
Description	A report submitted by the permitted road user identifying the amount of use of a road during a specific time period. This report can either be a letter or Notice of Road Use Form (Form OSO 9113-15).
Data Type	Records
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$District Serial Number + \$Name and Address of Permittee + \$amount of road use + \$time frame

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Royalty Fees
Abbreviation	Royalty Fees
Description	Monies paid to the government, over and above Rental Fees, which are based on a percentage of the gross income from energy production. Applies to Wind Energy ROLs, 2% of the gross income minus the current Rental Fees would equal the Royalty Fee for the year.
Data Type	Element
Ability to View	Accounting Security Procedures
Ability to Update	N/A
Definition	Money

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Serialize Update
Abbreviation	Serialize Update
Description	Updates to Case Recordation/ORCA which are made as a result of serializing an application or a Bureau initiated action (such as Competitive Wind Energy parcel to be offered). This is the initial entry of case or application information into the system.
Data Type	Records
Ability to View	All
Ability to Update	Updated by BLM personnel
Definition	\$Serial Number + \$Case Type + \$Name and address + \$Legal Description + \$date of action + action code + \$(general remarks)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Signed Construction Plats
Abbreviation	Signed Constr Plats
Description	Approved Construction Plat (see Construction Plats for detailed description).
Data Type	Records
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	Maps

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Stop Work Order
Abbreviation	Stop Work Order
Description	Oral or written notification to the ROW holder to cease any or all activity on the project until further notice. An immediate temporary suspension for FLPMA is authorized when the terms and conditions of the grant are not being met or to protect public health and safety or irreparable environmental damage. For MLA grant, activities endangering public health, safety or environment may stand alone.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and Address of Holder + \$Reason for work stoppage + \$Date of Work Stoppage

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Successful Bidder Notice
Abbreviation	Suc Bid Not
Description	A notice sent to the high bidder in a competitive Wind Energy ROW sale notifying him that he has been declared the successful bidder and that he has been found qualified to be a ROW holder. Copies of the document are sent to other bidders as well.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name of Successful Bidder + \$name and address of all bidders + request application + Bid Deposit Refund Notice (to unsuccessful bidders)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Surface Management Agency Report
Abbreviation	SMA Rpt
Description	Information received from another Surface Management Agency (SMA) when the proposed ROW crosses land administered by another agency as well as BLM administered lands. The report may include recommendations and stipulations.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Recommendations + \$stipulations

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Termination Notice
Abbreviation	Term Notice
Description	A written decision to the holder of a right-of-way to inform them that the ROW has been terminated.
Data Type	Record
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial number + \$Name and address of Holder + \$reason for termination + \$date termination is effective

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Termination Request
Abbreviation	Term Req
Description	A request generated due to non-compliance with the terms and conditions of the right-of-way authorization. This is an internal action within the Administration of Rights Processes. This action initiates the termination process.
Data Type	Data Flow
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name of Holder + \$Reason for Potential Termination

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Termination Updates
Abbreviation	Term Updates
Description	Updates to Case Recordation/ORCA and Land Status Records generated by the terminating of all or part of a right-of-way.
Data Type	Record
Ability to View	All
Ability to Update	Updated by BLM personnel
Definition	[\$Serial Number + \$Date of Action + \$Action Code + \$Action or general remarks) + [Termination Note]+ [Relinquishment accepted Decision + (Maps if relinquishment is partial)]

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Transportation System Records Info
Abbreviation	Trans Sys Rec Info
Description	Information sent to and received from the Transportation System Records which consists of maps, road history data, values (construction costs) etc. Information includes road number, ownership/control of road, class of road.
Data Type	Record(s)
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Information

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Verification of Successful Bidder Info
Abbreviation	Verif Suc Bid Info
Description	Information verifying that the apparent high bidder is indeed qualified to hold a right-of-way. Items used to verify qualifications are age and citizenship requirements, qualified as an entity to do business in the State the proposed ROW is located.
Data Type	Data Flow
Ability to View	All
Ability to Update	Used by BLM personnel
Definition	\$Serial Number + \$Name and address of applicant + application

DATA DICTIONARY AND CROSS REFERENCE LIST

Abbreviation	5101 Acct Rpt
Data Name	Fifty One Zero One Account Report
Abbreviation	ALJ Decision
Data Name	Administrative Law Judge Decision
Abbreviation	Acctg Advice
Data Name	Accounting Advice
Abbreviation	Addl Apln Info
Data Name	Additional Application Information
Abbreviation	Addl/Rev CPO Info
Data Name	Additional/Revised Comprehensive Plan of Operations Info
Abbreviation	Amended Apln
Data Name	Amended Application
Abbreviation	Apln
Data Name	Application
Abbreviation	Apln Fee
Data Name	Application Fee
Abbreviation	Apln Info
Data Name	Application Information
Abbreviation	Apln Rec Updates
Data Name	Application Receiving Updates
Abbreviation	Apln Wdn/Case Closed
Data Name	Application Withdrawn/Case Closed Decision
Abbreviation	Appeal Dec
Data Name	Appeal Decision
Abbreviation	Appraisal Req
Data Name	Appraisal Request
Abbreviation	Appraisal Rpt
Data Name	Appraisal Report
Abbreviation	Approved CPO
Data Name	Approved Comprehensive Plan of Operations
Abbreviation	Approved POD
Data Name	Approved Plan of Development

DATA DICTIONARY AND CROSS REFERENCE LIST

Abbreviation	Assignment Dec
Data Name	Assignment Decision
Abbreviation	Assignment Updates
Data Name	Assignment Updates
Abbreviation	Auth Document
Data Name	Authorization Document
Abbreviation	Auth Renewal
Data Name	Authorization Renewal
Abbreviation	Auth Updates
Data Name	Authorization Updates
Abbreviation	B & S Notice
Data Name	Bond and Surety Notice
Abbreviation	Bid
Data Name	Bid
Abbreviation	Bid Dep Ref Not
Data Name	Bid Deposit Refund Notice
Abbreviation	Bid Deposit
Data Name	Bid Deposit
Abbreviation	Bill or Ref Info
Data Name	Billing or Refund Information
Abbreviation	CF
Data Name	Case Files
Abbreviation	Cert of Constr
Data Name	Certificate of Construction
Abbreviation	Cert of Quant Hauled
Data Name	Certification of Quantity of Material Hauled
Abbreviation	Comments
Data Name	Comments
Abbreviation	Compliance Fail Not
Data Name	Compliance Failure Notice
Abbreviation	Compliance Updates
Data Name	Compliance Updates

DATA DICTIONARY AND CROSS REFERENCE LIST

Abbreviation	Concur on apln
Data Name	Concurrency on Application
Abbreviation	Constr Plats
Data Name	Construction Plats
Abbreviation	Disq Bid Info
Data Name	Disqualified Bidder Information
Abbreviation	Disq Bid Not
Data Name	Disqualified Bidder Notice
Abbreviation	Ene Prod & Rev Rpts
Data Name	Energy Production and Revenue Reports
Abbreviation	Est Processing Fee
Data Name	Estimated Processing Fee
Abbreviation	Fees Updates
Data Name	Fees Updates
Abbreviation	Fental Fee Info
Data Name	Rental Fee Information
Abbreviation	Fol-up Act Updates
Data Name	Follow-up Action Updates
Abbreviation	Fut Act Susp Card
Data Name	Future Action Suspense Card
Abbreviation	High Bid Info
Data Name	High Bid Information
Abbreviation	Holder Notices
Data Name	Holder Notices
Abbreviation	LD
Data Name	Land Description
Abbreviation	LD of Prop Parcel
Data Name	Legal Description of Proposed Parcel
Abbreviation	Land Status Info
Data Name	Land Status Information
Abbreviation	Ld Rpt/O&C Res Anal
Data Name	Land Report or O&C Resource Analysis

DATA DICTIONARY AND CROSS REFERENCE LIST

Abbreviation	Letter of Intent
Data Name	Letter of Intent
Abbreviation	License Agreements
Data Name	License Agreements
Abbreviation	Mining Claim Info
Data Name	Mining Claim Information
Abbreviation	Monitoring Fees
Data Name	Monitoring Fees
Abbreviation	Non-BLM Approvals
Data Name	Non-BLM Approvals
Abbreviation	Notice 1st Qtr Dep
Data Name	Notice of First Quarter Deposit Required
Abbreviation	Notice Int to Term
Data Name	Notice of Intent to Terminate
Abbreviation	Notice Roy Due
Data Name	Notice of Royalty Due
Abbreviation	Notice Show Cause
Data Name	Notice to Show Cause
Abbreviation	Notice Sub Pay Due
Data Name	Notice of Subsequent Payment Due
Abbreviation	Notice int grant ROW
Data Name	Notice of Intent to Grant ROW
Abbreviation	Notice of Appeal
Data Name	Notice of Appeal
Abbreviation	Notice of Constr
Data Name	Notice of Construction
Abbreviation	Notice of Cor Act
Data Name	Notice of Corrective Action
Abbreviation	Notice of Exp
Data Name	Notice of Expiration
Abbreviation	Notice of Nonpayment
Data Name	Notice of Nonpayment

DATA DICTIONARY AND CROSS REFERENCE LIST

Abbreviation	Notice of Rent Adj
Data Name	Notice of Rental Adjustment
Abbreviation	Notice to Proceed
Data Name	Notice to Proceed
Abbreviation	Offer Auth Dec
Data Name	Offer of Authorization Decision
Abbreviation	POD
Data Name	Plan of Development
Abbreviation	Pending Act Rpt
Data Name	Pending Action Report
Abbreviation	Planning Doc
Data Name	Planning Document
Abbreviation	Planning Info
Data Name	Planning Information
Abbreviation	Proj
Data Name	Project Number
Abbreviation	Proposal
Data Name	Proposal
Abbreviation	Proposal Info
Data Name	Proposal Information
Abbreviation	Proposed CPO
Data Name	Proposed Comprehensive Plan of Operations
Abbreviation	Public Int
Data Name	Public Interest (W.E.)
Abbreviation	Public Notice
Data Name	Public Notice
Abbreviation	ROW Bond Notice
Data Name	Right-of-Way Bond Notice
Abbreviation	ROW info
Data Name	Right-of-Way Information
Abbreviation	Rej Dec
Data Name	Rejection Decision

DATA DICTIONARY AND CROSS REFERENCE LIST

Abbreviation Data Name	Rej Recomm Rejection Recommendation
Abbreviation Data Name	Relinq Accepted Dec Relinquishment Accepted Decision
Abbreviation Data Name	Relinq Req Relinquishment Request
Abbreviation Data Name	Relinq letter Relinquishment Letter
Abbreviation Data Name	Remainder of Bid Remainder of Bid
Abbreviation Data Name	Renewal Updates Renewal Updates
Abbreviation Data Name	Rental Fee Rental Fee
Abbreviation Data Name	Rental Fee Schedule Rental Fee Schedule
Abbreviation Data Name	Rental Info Updates Rental Information Updates
Abbreviation Data Name	Req Add/Rev CPO Info Request Additional/Revised CPO Information
Abbreviation Data Name	Req Addl Apln Info Request Additional Application Information
Abbreviation Data Name	Req Amended Apln Request Amended Application
Abbreviation Data Name	Req Apln Request Application
Abbreviation Data Name	Req Apln Info Request Application Information
Abbreviation Data Name	Req Collect Bond Request to Collect on Bond
Abbreviation Data Name	Req Concur Request Concurrence

DATA DICTIONARY AND CROSS REFERENCE LIST

Abbreviation	Req Fee
Data Name	Request Fee
Abbreviation	Req LD
Data Name	Request Land Description
Abbreviation	Req Ld Rpt/Res Anal
Data Name	Request Land Report or O&C Resource Analysis
Abbreviation	Req Lic Agreement
Data Name	Request License Agreement
Abbreviation	Req Monitoring Fees
Data Name	Request Monitoring Fees
Abbreviation	Req Non-BLM Approval
Data Name	Request Non-BLM Approvals
Abbreviation	Req Per to Res Act
Data Name	Request Permission to Resume Activities
Abbreviation	Req Rd Use ofMainFee
Data Name	Request Road Use or Maintenance Fees
Abbreviation	Req Refund
Data Name	Request Refund
Abbreviation	Req Relinq
Data Name	Request Relinquishment
Abbreviation	Req Remainder of Bid
Data Name	Request Remainder of Bid
Abbreviation	Req Renewal
Data Name	Request Renewal
Abbreviation	Req Resource Info
Data Name	Request Resource Information
Abbreviation	Req SMA Info
Data Name	Request Surface Management Agency Information
Abbreviation	Req to Est 5101 Acct
Data Name	Request to Establish 5101 Account
Abbreviation	Req to Serialize
Data Name	Request to Serialize

DATA DICTIONARY AND CROSS REFERENCE LIST

Abbreviation	Req to w/draw apln
Data Name	Request to Withdraw Application
Abbreviation	Resource Info
Data Name	Resource Information
Abbreviation	Resume Work Order
Data Name	Resume Work Order
Abbreviation	Road Maint Fee Info
Data Name	Road Maintenance Fees Information
Abbreviation	Road Maint Fees
Data Name	Road Maintenance Fees
Abbreviation	Road Records Info
Data Name	Road Records Information
Abbreviation	Road Use Fee Info
Data Name	Road Use Fees Information
Abbreviation	Road Use Fees
Data Name	Road Use Fees
Abbreviation	Road Use Info
Data Name	Road Use Information
Abbreviation	Road Use Rpt
Data Name	Road Use Report
Abbreviation	Royalty Fees
Data Name	Royalty Fees
Abbreviation	SMA Rpt
Data Name	Surface Management Agency Report
Abbreviation	Serialize Update
Data Name	Serialize Update
Abbreviation	Signed Constr Plats
Data Name	Signed Construction Plats
Abbreviation	Stop Work Order
Data Name	Stop Work Order
Abbreviation	Suc Bid Not
Data Name	Successful Bidder Notice

DATA DICTIONARY AND CROSS REFERENCE LIST

Abbreviation Data Name	Term Notice Termination Notice	53
Abbreviation Data Name	Term Req Termination Request	52
Abbreviation Data Name	Term Updates Termination Updates	53
Abbreviation Data Name	Trans Sys Rec Info Transportation System Records Info	52
Abbreviation Data Name	Verif Suc Bid Info Verification of Successful Bidder Info	53

